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ABSTRACT

The publication is presented with the purpose of providing educators easy access to current materials relevant to vocational-technical instruction and research. In the abstract section instructional materials (75 items) are followed by research materials (75 items) with the subject and author indexes providing access to both categories. The subject index descriptors are those listed in "Thesaurus of ERIC Descriptors." The Projects in Progress section opens with a title by State index and provides abstracts of seven curriculum projects and a directory of curriculum coordination centers. A title by State index provides access to 82 research projects in progress funded by the Vocational Education Amendments of 1968 (Public Law 90-576), Parts C, D, and I. A State directory of research coordinating units is provided. VT numbers included are VT 101 801 to 101 950. (SA)

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ED112267

ABSTRACTS OF INSTRUCTIONAL AND RESEARCH MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION

VOLUME 3, NUMBER 4

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
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VT 101 801 - 101 950

THE CENTER FOR VOCATIONAL EDUCATION
THE OHIO STATE UNIVERSITY
1960 KENNY ROAD, COLUMBUS, OHIO 43210

1975

CE 005 369

PREFACE

Finding and using relevant information frequently is a major task for researchers, curriculum specialists, teachers, administrators, and students. The Center for Vocational Education is dedicated to making useful and vital information accessible so that educators may use it to improve school practice.

The Center assembles information relevant to the field of vocational-technical education. Through abstracts designed to present useful information about materials, the Abstracts of Instructional and Research Materials in Vocational and Technical Education (AIM/ARM) publication provides educators quick access to in-use or under-development instructional and research materials. The full text of these materials is available on microfiche or from the original source.

We are indebted to our colleagues within the profession for providing instructional and research materials as they become available. We especially appreciate the contributions of state research coordinating units, curriculum coordination centers, instructional materials laboratories, local school systems, and professional associations such as the Vocational Instructional Materials (VIM) section of the American Vocational Association. Members of the profession are encouraged to send instructional and research materials for possible inclusion in future issues of AIM/ARM.

We hope that this publication will prove valuable to you in your particular educational endeavors.

Robert E. Taylor
Director
The Center for Vocational Education

TABLE OF CONTENTS

	Page
Preface	*ii*
Sample Abstract	*iv*
How To Use AIM/ARM	*v*
How To Submit Materials To AIM/ARM	*vi*
Abstracts	665
Instructional Materials	
VT 101 801 - 101 875	666 - 697
Research Materials	
VT 101 876 - 101 950	697 - 730
Subject Index	731
Author Index	769
Projects in Progress Section	789
Curriculum Development	791
Research	797
How To Order Documents	831
How To Order AIM/ARM Subscriptions	832
How To Order AIM/ARM, VT-ERIC Microfiche Sets	833
Thesaurus of ERIC Descriptors	835

4/5/6

SAMPLE ABSTRACT

Accession number sequentially assigned to documents as they are processed.

VT 100 000

Author(s).

RICHARDS, F.L.

OUTLINES OF COURSES IN ORNAMENTAL HORTICULTURE. — Title.

PENNSYLVANIA STATE UNIV., UNIVERSITY PARK.
DEPT. OF AGRICULTURAL EDUCATION.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF ADULT, AND VOCATIONAL RESEARCH. — Organization where document originated.

Agency responsible for initiating, funding, and managing the project producing the document.

MF means microfiche. Documents not in VT-ERIC MICROFICHE SETS are available from alternate sources cited.

MF AVAILABLE IN VT-ERIC SET.

Report number and/or bureau number.

OEC-0-85-12345 (7291)
TEACHER-EDUC-SER-V12-NO.

DEPARTMENT OF AGRICULTURAL EDUCATION, PENNSYLVANIA STATE UNIVERSITY, UNIVERSITY PARK, PENNSYLVANIA 16802 ($1.00). — Contract (OEC) or grant (OEG) number.

Date published and number of pages.

PUB DATE - 71 50P.

Alternate source for obtaining documents.

Descriptors--subject terms characterizing substantive contents. Major terms preceded by asterisk.

DESCRIPTORS - *AGRICULTURAL EDUCATION; *CURRICULUM GUIDES; *ORNAMENTAL HORTICULTURE; HIGH SCHOOLS; *POST SECONDARY EDUCATION; LANDSCAPING; NURSERIES (HORTICULTURE); TURF MANAGEMENT; *TECHNICAL EDUCATION

Identifiers--terms not found in the Thesaurus of ERIC Descriptors.

IDENTIFIERS - *PENNSYLVANIA

Informative condensation of document content.

ABSTRACT - INTENDED TO SUGGEST SUBJECT MATTER CONTENT OF COURSES OR PROGRAMS IN ORNAMENTAL HORTICULTURE FOR HIGH SCHOOL AND POSTSECONDARY VOCATIONAL-TECHNICAL PROGRAMS, THIS CURRICULUM GUIDE WAS PREPARED BY STAFF MEMBERS OF THE AGRICULTURAL EDUCATION DEPARTMENT AT THE PENNSYLVANIA STATE UNIVERSITY, AND TESTED IN A WORKSHOP WITH VOCATIONAL AGRICULTURE TEACHERS. CONTENTS ARE: (1) OUTLINES OF COURSES IN ORNAMENTAL HORTICULTURE, (2) ORNAMENTAL HORTICULTURE PROGRAMS FOR GRADES 10, 11, AND 12, (3) NURSERY PRODUCTION . . . THE CONTENT IS PRESENTED IN OUTLINE FORM UNDER EACH TOPIC, AND IS APPLICABLE TO THE UNITED STATES AND LOWER CANADA. (GB) — Abstractor's initials.

HOW TO USE AIM/ARM

This volume of Abstracts of Instructional and Research Materials in Vocational and Technical Education (AIM/ARM) has four major sections: Abstracts (Instructional and Research Materials), Subject Index, Author Index, and Projects in Progress.

- Abstracts (Instructional and Research Materials) present information about documents' authors, titles, availability, and content to help you decide if you want to read the full text of a document. A sample abstract on the opposite page identifies the various pieces of information presented in an abstract.

- Subject Index helps you locate, by subject descriptors conforming to those listed in the Thesaurus of ERIC Descriptors, abstracts of documents relevant to your information needs.

- Author Index helps you locate, by author/institution names, abstracts of documents relevant to your information needs.

- Projects in Progress announces in-progress research and curriculum development projects funded by the Vocational Education Amendments of 1968 (Public Law 90-576), Parts C, D, and I. These are indexed by state. The Curriculum subsection of Projects in Progress also includes a directory of curriculum coordination centers and the Research subsection provides a directory of state research coordinating units. Projects in Progress helps you keep aware of ongoing activities in vocational and technical education curriculum development and research.

Copies of full texts of most of the documents announced in AIM/ARM are available in the AIM/ARM, VT-ERIC Microfiche Sets. Those documents not listed as being available - "MF AVAILABLE IN VT-ERIC SET" - may be obtained from the listed alternate source.

To locate documents of interest to you:

- Scan the Abstracts, or
- Search the Subject Index for descriptors (subject terms) describing your interest, or
- Search the Author Index for personal and institutional (corporate) authors' names who might publish documents about your interest.

To learn about in-progress curriculum and research projects:

- Scan the abstracts, or
- Scan the title by state indexes.

HOW TO SUBMIT MATERIALS TO AIM/ARM

If you have materials (curriculum documents, research reports, curriculum guides, etc.) which you would like to have considered for announcement in AIM/ARM, please send three (3) clear, legible copies to:

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PAGE

INSTRUCTIONAL MATERIALS

VT 101 801 - VT 101 875 . . . . . 666 - 697

RESEARCH MATERIALS

VT 101 876 - VT 101 950 . . . . . 697 - 730

VT 101 801
PROJECT REAL: RELEVANT EDUCATION, ACTIVITY CENTERED LEARNING. EXPLORING THE WORLD OF CAREERS, GRADES 7 & 8. SUPPLEMENT TO TEACHERS' GUIDE; INSTRUCTIONAL UNITS.

NEWPORT INDEPENDENT SCHOOL DISTRICT, KY.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 24P.

DESCRIPTORS - *ACTIVITY UNITS; *CAREERS; *GRADE 7; *GRADE 8; TEACHING GUIDES
IDENTIFIERS - PROJECT REAL; NEWPORT; KENTUCKY

ABSTRACT - THIS TEACHERS' GUIDE SUPPLEMENT PRESENTS SUBJECT AREA UNITS IN SEVEN OCCUPATIONAL CLUSTERS: COMMUNICATIONS AND MEDIA OCCUPATIONS - ENGLISH; TRANSPORTATION - SOCIAL STUDIES; BUSINESS AND OFFICE OCCUPATIONS - ENGLISH (BUSINESS LETTERS); FINE ARTS AND HUMANITIES - ENGLISH; CONSUMER AND HOMEMAKING RELATED OCCUPATIONS - HOME ECONOMICS; HOSPITALITY AND RECREATION OCCUPATIONS - LANGUAGE ARTS; HEALTH OCCUPATIONS - HEALTH ILLUSTRATIONS (ART); AND AGRIBUSINESS AND NATURAL RESOURCES - SCIENCE. EACH UNIT INCLUDES AIM, CONCEPTS, BEHAVIORAL OBJECTIVES, ACTIVITIES AND MATERIALS, EVALUATION, SUGGESTED RESOURCE PEOPLE AND FIELD TRIPS, AND BIBLIOGRAPHY. (MF)

VT 101 802
TWENTY-FIVE LESSON PLANS FOR DISTRIBUTIVE EDUCATION. VOLUME 2.

DELAWARE STATE COLL., DOVER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 75 50P.; SEE RELATED DOCUMENT IN THIS ISSUE AS VT 101 803.

DESCRIPTORS - *TEACHING METHODS; *DISTRIBUTIVE EDUCATION; *LESSON PLANS; *CURRICULUM GUIDES; *TEACHER DEVELOPED MATERIALS; TEACHING PROCEDURES; SECONDARY GRADES

ABSTRACT - DEVELOPED BY STUDENTS IN A SUMMER SCHOOL CLASS IN METHODS OF TEACHING AT DELAWARE STATE COLLEGE THESE LESSON PLANS PRESENT SUBJECT MATTER CONTENT FOR A SECONDARY SCHOOL CLASS IN DISTRIBUTIVE EDUCATION USING AN ORGANIZED PRESENTATION OF TEACHING AIMS, INTRODUCTION, CONTENT, SUMMARY AND EVALUATION FOR EACH OF THE 25 TOPICS ALONG WITH A VARIETY OF TEACHING METHODS. THESE INCLUDE DISCUSSION, LECTURE, SOCRATIC, VINCENTIAN, AUDIOVISUAL, MINICH, MONITORIAL, SENSE-REALISM, INDUSTRIAL, CASE STUDY, AND PROGRAMMED LEARNING. THE FIVE MAJOR AREAS OF DISTRIBUTIVE EDUCATION INCLUDED IN THE COURSE ARE FUNCTIONS OF MARKETING, FUNDAMENTAL SKILLS, PRODUCT TECHNOLOGY, SOCIAL SKILLS, AND ECONOMIC UNDERSTANDINGS. VOLUME I IS AVAILABLE AS VT 101 803. (AUTHOR/MU)

VT 101 803
SEEK AND FIND GAMES, CROSSWORDS. VOLUME I.

DELAWARE STATE COLL., DOVER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 75 85P.; SEE RELATED DOCUMENT IN THIS ISSUE AS VT 101 802.

DESCRIPTORS - *CLASSROOM GAMES; *PUZZLES; *DISTRIBUTIVE EDUCATION; *STUDENT DEVELOPED MATERIALS; ANSWER KEYS

ABSTRACT - TO ASSIST DISTRIBUTIVE EDUCATION TEACHERS WITH CLASSROOM LEARNING ACTIVITIES, A GROUP OF STUDENTS ENROLLED IN A RETAILING CLASS PREPARED THE 24 GAMES AND PUZZLES PRESENTED HERE. WORD GAMES AND PUZZLES WHICH USE MARKETING, ECONOMIC, AND BUSINESS TERMS, INCLUDE SEEK AND FIND GAMES AND CROSSWORD PUZZLES ARE PROVIDED WITH ANSWER KEYS. VOLUME II IS AVAILABLE AS VT 101 802. (AUTHOR/MU)

VT 101 804
BUSINESS DATA PROCESSING. A TEACHER'S GUIDE.

VIRGINIA STATE DEPT. OF EDUCATION,

RICHMOND. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - SEP74 196P.

DESCRIPTORS - *ELECTRONIC DATA PROCESSING; *BUSINESS EDUCATION; *COMPUTER ORIENTED PROGRAMS; PROGRAMING LANGUAGES; INPUT OUTPUT DEVICES; *STATE CURRICULUM GUIDES; SECONDARY GRADES; *TEACHING GUIDES
IDENTIFIERS - *VIRGINIA

ABSTRACT - THIS CURRICULUM GUIDE HAS BEEN PREPARED TO SERVE AS AN AID TO BUSINESS TEACHERS IN VIRGINIA IN PLANNING, EXECUTING, AND EVALUATING THE TEACHING AND LEARNING PROCESSES IN BUSINESS DATA PROCESSING. BECAUSE DATA PROCESSING PROGRAMS VARY WIDELY AMONG HIGH SCHOOLS, EVERY EFFORT HAS BEEN MADE TO PRODUCE A COURSE OF STUDY WHICH COULD BE ADAPTED TO AS MANY AS POSSIBLE. FOR THOSE SCHOOLS OFFERING COURSES USING UNIT RECORD EQUIPMENT THERE IS A DETAILED SECTION COVERING ALL ASPECTS OF WIRING AND OPERATION. FOR THOSE USING COMPUTERS, TWO SECTIONS OUTLINE THE PROGRAMMING LANGUAGES OF COBOL (COMMON BUSINESS ORIENTED LANGUAGE) AND RPG (REPORT PROGRAM GENERATOR). IN ADDITION TO THE OUTLINES, NARRATIVE EXPLANATIONS AND PROBLEM EXERCISES ARE PRESENTED. (AUTHOR/MF)

VT 101 805
STAFF INSERVICE TRAINING PROGRAM MANUAL. PART OF THE CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM.

PONTIAC CITY SCHOOL DISTRICT, MICH.
MICHIGAN STATE DEPT. OF EDUCATION, LANSING.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-72-0749
PUB DATE - JUN74 184P.; RELATED DOCUMENTS IN THIS ISSUE UNDER VT NUMBERS 101 806, 101 807, 101 808, 101 912 AND 101 913.

DESCRIPTORS - *INSERVICE EDUCATION; *MANUALS; *STAFF IMPROVEMENT; LESSON PLANS; LESSON OBSERVATION CRITERIA; DELIVERY SYSTEMS; SKILL DEVELOPMENT; COUNSELOR TRAINING; TRAINING
IDENTIFIERS - PONTIAC; MICHIGAN; CAST; CAREER ACHIEVEMENT SKILLS TRAINING

ABSTRACT - THIS MANUAL IS INTENDED AS A GUIDE FOR THE TRAINING PROCESS INVOLVED IN DELIVERING THE CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM (CAST). FOUR PURPOSES OF THIS DOCUMENT ARE TO PROVIDE (1) AN UNDERSTANDING OF THE CAST PROGRAM, (2) A CONCEPTUAL OVERVIEW OF THE PHASE III CAST INSERVICE TRAINING, (3) OUTCOMES AND RECOMMENDATIONS FOR FUTURE TRAINING AS OFFERED BY THE CAST PARTICIPANTS, AND (4) GENERALIZED CONCLUSIONS AND SUGGESTIONS FOR TRAINING AS IT RELATES TO IMPLEMENTATION OF THE CAST PROGRAM IN OTHER SCHOOL DISTRICTS. THE BULK OF THE DOCUMENT IS MADE UP OF APPENDIXES WHICH INCLUDE THE PHASE II LESSON PLAN MANUAL, AN OBSERVATION CHECKLIST, AND ANECDOTAL INFORMATION. (AUTHOR/LJ)

VT 101 806
CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM. LESSON PLAN MANUAL I JUNIOR HIGH.

PONTIAC CITY SCHOOL DISTRICT, MICH.
MICHIGAN STATE DEPT. OF EDUCATION, LANSING.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-72-0749
PUB DATE - JUN74 370P.; RELATED DOCUMENTS IN THIS ISSUE UNDER VT NUMBERS 101 805, 101 807, 101 808, 101 912, 101 913.

DESCRIPTORS - *CAREER EDUCATION; *JUNIOR HIGH SCHOOL STUDENTS; *LESSON PLANS; SKILL DEVELOPMENT; COUNSELORS; MANUALS; TEACHING GUIDES
IDENTIFIERS - PONTIAC, MICHIGAN; CAST; CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM

ABSTRACT - THIS LESSON PLAN MANUAL IS FOR USE AT THE JUNIOR HIGH LEVEL AS PART OF THE CAREER ACHIEVEMENT

SKILLS TRAINING PROGRAM (CAST). IT IS INTENDED FOR USE BY TEACHERS AND COUNSELORS AS A DELIVERY TOOL PROVIDING METHODS, STRATEGIES, PROGRAMS, AND RESOURCES. TO USE THIS MANUAL EFFECTIVELY, TEACHERS MUST BE FIRST TRAINED IN THE SKILLS THEY EXPECT THEIR STUDENTS TO ACQUIRE. THUS, IT IS RECOMMENDED THAT THE PHASE II LESSON PLAN MANUAL BE USED TO TRAIN TEACHERS TO USE THE SKILLS THEY WILL BE DELIVERING TO STUDENTS THROUGH USE OF THIS MANUAL. (SEE VT 101 805, STAFF INSERVICE TRAINING PROGRAM MANUAL, APPENDIX A ESPECIALLY). IT IS ALSO RECOMMENDED THAT THE UPPER ELEMENTARY (VT 101 808), LOWER ELEMENTARY (VT 101 807) AND JUNIOR HIGH LESSON PLAN MANUALS BE CONSIDERED AND USED AS ONE PROGRAM. CROSS REFERENCES ARE MADE TO INDIVIDUAL APPENDIXES IN THESE DOCUMENTS, SO THE THREE MANUALS SHOULD BE USED TOGETHER. EACH DOCUMENT IS DIVIDED INTO THE MAIN SECTIONS OF EXPANDING, NARROWING, AND PREPARING. APPENDED TO THIS DOCUMENT ARE MATERIALS USED IN DELIVERING THE JUNIOR HIGH LEVEL PROGRAM, ALTERNATIVE LESSON PLANS FOR TWO OF THE GOALS, A COPY OF CAOS (COMPUTER ASSISTED OCCUPATION SEARCH), AND PARENT AND COUNSELOR PROGRAM DESCRIPTIONS. (LJ)

VT 101 807
CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM. LESSON PLAN MANUAL II LOWER ELEMENTARY.

PONTIAC CITY SCHOOL DISTRICT, MICH.
MICHIGAN STATE DEPT. OF EDUCATION, LANSING.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-72-0749
PUB DATE - JUN74 136P.; RELATED DOCUMENTS IN THIS ISSUE UNDER VT NUMBERS 101 805, 101 806, 101 808, 101 912, 101 913.

DESCRIPTORS - *ELEMENTARY SCHOOL STUDENTS; *CAREER EDUCATION; *LESSON PLANS; SKILL DEVELOPMENT; COUNSELORS; MANUALS; TEACHING GUIDES
IDENTIFIERS - PONTIAC; MICHIGAN; CAST; CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM

ABSTRACT - THIS LESSON PLAN MANUAL IS FOR USE AT THE LOWER ELEMENTARY LEVEL AS PART OF THE CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM (CAST). IT IS INTENDED FOR USE BY TEACHERS AND COUNSELORS AS A DELIVERY TOOL PROVIDING METHODS, STRATEGIES, PROGRAMS, AND RESOURCES. TO USE THIS MANUAL EFFECTIVELY, TEACHERS MUST FIRST BE TRAINED IN THE SKILLS THEY EXPECT THEIR STUDENTS TO ACQUIRE. THUS, IT IS RECOMMENDED THAT THE PHASE II LESSON PLAN MANUAL BE USED TO TRAIN TEACHERS TO USE THE SKILLS THEY WILL BE DELIVERING TO STUDENTS THROUGH USE OF THIS MANUAL. (SEE VT 101 805, STAFF INSERVICE TRAINING PROGRAM MANUAL, ESPECIALLY APPENDIX A). IT IS ALSO RECOMMENDED THAT THE UPPER ELEMENTARY (VT 101 808), LOWER ELEMENTARY, AND JUNIOR HIGH (VT 101 806) LESSON PLAN MANUALS BE CONSIDERED AND USED AS ONE PROGRAM. CROSS REFERENCES ARE MADE TO THE INDIVIDUAL APPENDIXES IN THESE DOCUMENTS SO THE THREE MANUALS SHOULD BE USED TOGETHER. EACH DOCUMENT IS DIVIDED INTO THE MAIN SECTIONS OF EXPANDING, NARROWING, AND PREPARING. APPENDED TO THIS DOCUMENT ARE MATERIALS USED IN DELIVERING THE LOWER ELEMENTARY LEVEL PROGRAM. (LJ)

VT 101 808
CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM. LESSON PLAN MANUAL III UPPER ELEMENTARY.

PONTIAC CITY SCHOOL DISTRICT, MICH.
MICHIGAN STATE DEPT. OF EDUCATION, LANSING.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-72-0749
PUB DATE - JUN74 158P.; RELATED DOCUMENTS IN THIS ISSUE UNDER VT NUMBERS 101 805, 101 806, 101 807, 101 912, 101 913.

DESCRIPTORS - *ELEMENTARY SCHOOL STUDENTS; *CAREER EDUCATION; *LESSON PLANS; SKILL DEVELOPMENT; COUNSELORS; MANUALS; TEACHING

GUIDES
IDENTIFIERS - PONTIAC; MICHIGAN; CAST; CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM

ABSTRACT - THIS LESSON PLAN MANUAL IS FOR USE AT THE UPPER ELEMENTARY LEVEL AS PART OF THE CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM (CAST). IT IS INTENDED FOR USE BY TEACHERS AND COUNSELORS AS A DELIVERY TOOL PROVIDING METHODS, STRATEGIES, PROGRAMS, AND RESOURCES. TO USE THIS MANUAL EFFECTIVELY, TEACHERS MUST FIRST BE TRAINED IN THE SKILLS THEY EXPECT THEIR STUDENTS TO ACQUIRE. THUS, IT IS RECOMMENDED THAT THE PHASE II LESSON PLAN MANUAL BE USED TO TRAIN TEACHERS TO USE THE SKILLS THEY WILL BE DELIVERING TO STUDENTS THROUGH USE OF THIS MANUAL. (SEE VT 101 805, STAFF INSERVICE TRAINING PROGRAM MANUAL, APPENDIX A ESPECIALLY). IT IS ALSO RECOMMENDED THAT THE UPPER ELEMENTARY, LOWER ELEMENTARY (VT 101 807), AND JUNIOR HIGH (VT 101 806) LESSON PLAN MANUALS BE CONSIDERED AND USED AS ONE PROGRAM. CROSS-REFERENCES ARE MADE TO THE INDIVIDUAL APPENDIXES IN THESE DOCUMENTS, SO THE THREE MANUALS SHOULD BE USED TOGETHER. EACH DOCUMENT IS DIVIDED INTO THE MAIN SECTIONS OF EXPANDING, NARROWING, AND PREPARING. APPENDED TO THIS DOCUMENT ARE MATERIALS USED IN DELIVERING THE UPPER ELEMENTARY LEVEL PROGRAM. (LJ)

VT 101 809
WELLS, JOHN; FUGATE, DOUGLAS
DEVELOPMENT OF A PRE-POSTSECONDARY CURRICULUM IN SOCIAL SCIENCE FOR HIGH SCHOOL GRADES 11 AND 12.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 53P.

DESCRIPTORS - GRADE 11; GRADE 12; *HIGH SCHOOL CURRICULUM; *SOCIAL SCIENCES; *CAREER EDUCATION; CURRICULUM GUIDES; COLLEGE PREPARATION; *COLLEGE BOUND STUDENTS; *OCCUPATIONAL INFORMATION

ABSTRACT - THIS CURRICULUM GUIDE WAS DEVELOPED FOR THE PROSPECTIVE COLLEGE STUDENT WHO IS INTERESTED IN A CAREER IN SOME AREA OF THE SOCIAL SCIENCES. THE PROGRAM IS EXPERIENCE ORIENTED TO GIVE THE STUDENTS AN IDEA OF AND INFORMATION ON DIFFERENT AREAS IN THE FIELD. IN THE JUNIOR YEAR THE OCCUPATIONAL AREAS THAT WOULD BE COVERED INCLUDE: POLICE AND DETECTIVE IN PUBLIC SERVICE, HISTORY, LAW, AND JURISPRUDENCE, SOCIAL WELFARE, AND EDUCATION. THE SENIOR YEAR WOULD BE DEVOTED TO POLITICAL SCIENCE, ECONOMICS, SOCIOLOGY, PUBLIC RELATIONS, AND PSYCHOLOGY. THE DOCUMENT DESCRIBES DEVELOPMENTAL, BEHAVIORAL, AND PROGRAM OBJECTIVES AS WELL AS ACTIVITIES AND PROGRAM IMPLEMENTATION. ALSO INCLUDED ARE SOURCE MATERIALS AND SUGGESTED SYLLABUS OUTLINES FOR SEVERAL OF THE AREAS. (AUTHOR/LJ)

VT 101 810
CARNEY, BETTY; FOURMAN, THOMAS
PRE-POSTSECONDARY CURRICULUM GUIDE DEVELOPED FOR THE STATE DEPARTMENT OF VOCATIONAL EDUCATION.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 118P.

DESCRIPTORS - *COLLEGE BOUND STUDENTS; CURRICULUM GUIDES; *BUSINESS ADMINISTRATION; *HIGH SCHOOL CURRICULUM; COLLEGE PREPARATION; *OCCUPATIONAL INFORMATION; *CAREER EDUCATION; GRADE 11; GRADE 12

ABSTRACT - THIS CURRICULUM GUIDE WAS DEVELOPED FOR THE PROSPECTIVE COLLEGE STUDENT WHO IS INTERESTED IN A CAREER IN SOME AREA OF BUSINESS ADMINISTRATION. THE PROGRAM IS EXPERIENCE ORIENTED TO GIVE THE STUDENT AN IDEA OF AND INFORMATION ON DIFFERENT AREAS IN THE FIELD. THREE BROAD OCCUPATIONAL AREAS WHICH HAVE BEEN IDENTIFIED IN THE FIELD INCLUDE ADMINISTRATIVE SPECIALIZATION, MANAGERS AND

OFFICIALS, AND MISCELLANEOUS PROFESSIONAL, TECHNICAL AND MANAGERIAL OCCUPATIONS. THE DOCUMENT PROVIDES DEVELOPMENTAL, BEHAVIORAL, AND PROGRAM OBJECTIVES AS WELL AS ACTIVITIES AND PROGRAM IMPLEMENTATION INFORMATION FOR COURSES TO BE OFFERED TO GRADE 11 AND 12 STUDENTS TO PREPARE THEM FOR COLLEGE WORK IN BUSINESS ADMINISTRATION. (AUTHOR/LJ)

VT 101 811
BOWLING GREEN CAREER EDUCATION MANUAL FOR TEACHERS, COUNSELORS AND ADMINISTRATORS.

BOWLING GREEN INDEPENDENT SCHOOL DISTRICT, KY.
KENTUCKY STATE DEPT. OF EDUCATION, FRANKFORT. BUREAU OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 74 109P.

DESCRIPTORS - *MANUALS; *CAREER EDUCATION; *PROGRAM DEVELOPMENT; *EDUCATIONAL PROGRAMS; TEACHING GUIDES; ADMINISTRATOR GUIDES; COUNSELOR FUNCTIONS; *RESOURCE UNITS
IDENTIFIERS - *BOWLING GREEN; KENTUCKY

ABSTRACT - THE SUBSTANCE OF THIS MANUAL CENTERS ON THE DESIGN, DEVELOPMENT, AND IMPLEMENTATION OF CAREER EDUCATION INTO THE EDUCATIONAL PROGRAMS OF BOWLING GREEN, KENTUCKY. IT IS BASED ON THE EFFORTS AND EXPERIENCES OF THE BOWLING GREEN STAFF THROUGH A THREE-YEAR DEVELOPMENTAL PROCESS INVOLVING EVERY TEACHER, GUIDANCE COUNSELOR, AND ADMINISTRATOR. SECTIONS INCLUDE CAREER EDUCATION ELEMENTS, ORGANIZATION, JOB CLUSTERS, UNIT WRITING, ELEMENTARY LEVEL, JUNIOR HIGH UNITS, AND HIGH SCHOOL ACADEMIC PROGRAM. THE APPENDIX CONTAINS SURVEY FORMS, HIGH SCHOOL PROGRAMS OF STUDY, AND BIBLIOGRAPHY. (MF)

VT 101 812
MEYERHOLTZ, ROBERT
MINI-GRANT TO DEVELOP A SLIDE PRESENTATION OF PLANT SPECIMENS FOR USE IN VOCATIONAL HORTICULTURE, A. FINAL REPORT.

EVANSVILLE-VANDERBURGH SCHOOL CORP., IND.
INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS. DIV OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 10MAR75 20P.

DESCRIPTORS - *PLANT IDENTIFICATION; *LANDSCAPING; DEVELOPMENTAL PROGRAMS; ADVISORY COMMITTEES; SLIDES; SCRIPTS
IDENTIFIERS - INDIANA

ABSTRACT - ONE OF THE MAJOR PROBLEMS IN TEACHING VOCATIONAL LANDSCAPING COURSES IS FINDING SUITABLE PLANT MATERIALS AND AUDIOVISUALS FOR STUDENT USE IN PLANT IDENTIFICATION. A SLIDE SERIES WAS NEEDED FOR STUDY OF THE 52 MOST USED PLANTS IN INDIANA. AN ADVISORY COMMITTEE OF LOCAL LANDSCAPE ARCHITECTS AND NURSERYMEN COOPERATED IN DEVELOPING THE PLANT INFORMATION AND IN LOCATING EACH SPECIMEN FOR PHOTOGRAPHING. A TAPE NARRATION WAS DEVELOPED FOR USE WITH THE SLIDES. NOT DIRECTLY RELATED TO THE PROGRAM WAS A FINDING THAT ALL OF THE COMMITTEE MEMBERS HAD HAD DIFFERENT LANDSCAPING REASONS FOR USING A PARTICULAR PLANT. AFTER GETTING TOGETHER ON THE PLANT LISTING AND IDENTIFICATION THEY BEGAN USING THE BASIC PLANT LIST FOR THE SAME BASIC REASONS. THE SLIDE AND TAPE SERIES AND THE MOUNTED SPECIMENS MAY BE USED FOR CLASSROOM INSTRUCTION. THE DOCUMENT INCLUDES THE SCRIPT ENTITLED "COMMONLY USED SHRUBS, GROUNDCOVERS AND TREES IN INDIANA." THE TAPE NARRATION WAS DEVELOPED FROM THIS SCRIPT. (MF)

VT 101 813
BRANDT, DAVID, AND OTHERS
CAREER AWARENESS, GRADES 1-6 (GRADE 2).

BOISE CITY INDEPENDENT SCHOOL DISTRICT, IDAHO.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 366P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 814 THRU VT 101 816.

DESCRIPTORS - *CAREER AWARENESS; *CAREER EDUCATION; GRADE 2; OCCUPATIONAL GUIDANCE; *LEARNING ACTIVITIES; OCCUPATIONAL CLUSTERS
IDENTIFIERS - BOISE; IDAHO

ABSTRACT - INTEGRATED INTO THE REGULAR CURRICULUM AND UTILIZING ALL DISCIPLINES, THIS PROGRAM'S MAIN PURPOSE IS TO SHOW A RELATIONSHIP BETWEEN SCHOOL SUBJECTS AND CAREERS. THIS GRADE 2 GUIDE OF A K-6 SERIES CONTAINS SIX MODELS REPRESENTING 74 OCCUPATIONS. EACH SIX-WEEK-LONG MODEL INCLUDES FROM THREE TO FIVE UNITS, COMPOSED OF APPROPRIATE LEARNING ACTIVITIES. THE SIX MODELS REPRESENT BUSINESS, COMMUNICATIONS, PUBLIC SERVICE, CONSTRUCTION, TRANSPORTATION AND FOOD SERVICE OCCUPATIONS. THE LEARNING ACTIVITIES INCLUDE PERFORMANCE OBJECTIVES AND CRITERION TESTS. THE GUIDANCE PROGRAM CENTERS AROUND A KIT OF ACTIVITIES AND MATERIALS DESIGNED TO FACILITATE SOCIAL AND EMOTIONAL GROWTH. (NJ)

VT 101 814
BRANDT, DAVID, AND OTHERS
CAREER AWARENESS, GRADES 1-6 (GRADE 3).

BOISE CITY INDEPENDENT SCHOOL DISTRICT, IDAHO.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 351P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 813, VT 101 815, AND VT 101 816.

DESCRIPTORS - *CAREER AWARENESS; *CAREER EDUCATION; GRADE 3; OCCUPATIONAL GUIDANCE; *LEARNING ACTIVITIES; OCCUPATIONAL CLUSTERS
IDENTIFIERS - BOISE; IDAHO

ABSTRACT - INTEGRATED INTO THE REGULAR CURRICULUM AND UTILIZING ALL DISCIPLINES, THIS PROGRAM'S MAIN PURPOSE IS TO SHOW A RELATIONSHIP BETWEEN SCHOOL SUBJECTS AND CAREERS. THIS GRADE 3 GUIDE OF A K-6 SERIES CONTAINS SEVEN CAREER UNITS OF GROUPS OF FOUR OCCUPATIONS WITH APPROPRIATE LEARNING ACTIVITIES APPROACHING THE STUDY OF EACH FROM THE PERSPECTIVES OF THE DIFFERENT SUBJECT AREAS. SOME OCCUPATIONAL CLUSTERS REPRESENTED ARE MARINE SCIENCE, TRANSPORTATION, HOSPITALITY AND RECREATION, AND HEALTH. PERFORMANCE OBJECTIVES AND CRITERION TESTS ARE ALSO INCLUDED. THE GUIDANCE PROGRAM CENTERS AROUND A KIT OF ACTIVITIES AND MATERIALS DESIGNED TO FACILITATE SOCIAL AND EMOTIONAL GROWTH. (NJ)

VT 101 815
BRANDT, DAVID, AND OTHERS
CAREER AWARENESS, GRADES 1-6 (GRADE 4).

BOISE CITY INDEPENDENT SCHOOL DISTRICT, IDAHO.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 395P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 813, VT 101 814, AND VT 101 816.

DESCRIPTORS - *CAREER EDUCATION; *CAREER AWARENESS; GRADE 4; OCCUPATIONAL GUIDANCE; *LEARNING ACTIVITIES; OCCUPATIONAL CLUSTERS
IDENTIFIERS - BOISE; IDAHO

ABSTRACT - INTEGRATED INTO THE REGULAR CURRICULUM AND UTILIZING ALL DISCIPLINES, THIS PROGRAM'S MAIN PURPOSE IS TO SHOW A RELATIONSHIP BETWEEN SCHOOL SUBJECTS AND CAREERS. THIS GRADE 4 GUIDE OF A K-6 SERIES CONTAINS SEVEN CAREER UNITS OF FOUR GROUPS OF OCCUPATIONS WITH APPROPRIATE LEARNING ACTIVITIES APPROACHING THE STUDY OF EACH FROM THE PERSPECTIVES OF THE DIFFERENT SUBJECT AREAS. SOME OCCUPATIONAL CLUSTERS REPRESENTED ARE PERSONAL SERVICE, HUMANITIES AND FINE ARTS, HOSPITALITY AND RECREATION, AND AGRIBUSINESS AND NATURAL RESOURCES.

PERFORMANCE OBJECTIVES AND CRITERION TESTS ARE INCLUDED. THE GUIDANCE PROGRAM CENTERS AROUND A KIT OF ACTIVITIES AND MATERIALS DESIGNED TO FACILITATE SOCIAL AND EMOTIONAL GROWTH. (NJ)

VT 101 816
BRANDT, DAVID, AND OTHERS
CAREER AWARENESS, GRADES 1-6 (GRADE 5).

BOISE CITY INDEPENDENT SCHOOL DISTRICT, IDAHO.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 411P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 813, VT 101 814, AND VT 101 815.

DESCRIPTORS - *CAREER EDUCATION; *CAREER AWARENESS; GRADE 5; OCCUPATIONAL GUIDANCE; *LEARNING ACTIVITIES; OCCUPATIONAL CLUSTERS
IDENTIFIERS - BOISE; IDAHO

ABSTRACT - INTEGRATED INTO THE REGULAR CURRICULUM AND UTILIZING ALL DISCIPLINES, THIS PROGRAM'S MAIN PURPOSE IS TO SHOW A RELATIONSHIP BETWEEN SCHOOL SUBJECTS AND CAREERS. THIS GRADE 5 GUIDE OF A K-6 SERIES CONTAINS SEVEN CAREER UNITS OF GROUPS OF OCCUPATIONS WITH APPROPRIATE LEARNING ACTIVITIES APPROACHING THE STUDY OF EACH FROM THE PERSPECTIVES OF THE DIFFERENT SUBJECT AREAS. SOME OCCUPATIONAL CLUSTERS REPRESENTED ARE CONSTRUCTION, FOOD SERVICES, HEALTH, MANUFACTURING, AND COMMUNICATIONS AND MEDIA. PERFORMANCE OBJECTIVES AND CRITERION TESTS ARE INCLUDED. THE GUIDANCE PROGRAM CENTERS AROUND A KIT OF ACTIVITIES AND MATERIALS DESIGNED TO FACILITATE SOCIAL AND EMOTIONAL GROWTH. (NJ)

VT 101 817
LARSEN, JUDY, AND OTHERS
CAREER EDUCATION IN LANGUAGE ARTS. A UNIT APPROACH. GRADES 7-9.

ROSEVILLE AREA SCHOOL DISTRICT 623, MINN.
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 74 326P.

DESCRIPTORS - *CAREER EDUCATION; *GRADE 7; GRADE 8; GRADE 9; *LANGUAGE ARTS; *DEVELOPMENTAL PROGRAMS
IDENTIFIERS - MINNESOTA

ABSTRACT - THIS BOOK IS DESIGNED TO HELP TEACHERS PLUG CAREER UNITS INTO THEIR SCHOOL'S CURRENT LANGUAGE ARTS PROGRAM. THE FORMAT OF THE BOOK INCLUDES COLOR CODED UNITS FOR THE VARIOUS GRADES AND UNITS ARRANGED BY COURSE DESCRIPTION, GRADE LEVEL AND UNIT'S LENGTH, GENERAL OBJECTIVES, DAY BY DAY ACTIVITIES, AND BIBLIOGRAPHY. UNIT TITLES FOR GRADE 7 ARE WHO AM I?, PERSONAL DECISION MAKING, FRIENDSHIP, PARENT WORKER VISITS, EXPLORING CLUSTERS, GRADE 8 UNITS ARE: WHAT ARE MY VALUES?, GROUP DYNAMICS, SIGNIFICANT OTHERS, WORK VISITATION, AND WOMEN IN THE WORLD OF WORK. GRADE 9 COVERS WHAT ARE MY INTERESTS?, WHAT WOULD HAPPEN IF...?, RESOLVING CONFLICT, AND COMMUNITY SERVICE EXPERIENCE. (AUTHOR/LJ)

VT 101 818
FOOD SERVICE--COURSES OF STUDY, GRADES 11-12.

DAVID DOUGLAS PUBLIC SCHOOLS, PORTLAND, OREG.
OREGON STATE BOARD OF EDUCATION, SALEM.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 153P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *COURSE CONTENT; *FOOD SERVICE OCCUPATIONS; GRADE 11; GRADE 12
IDENTIFIERS - PROJECT VIGOR; OREGON

ABSTRACT - THESE LEARNING PACKAGES WERE PREPARED FOR STUDENTS IN FIRST AND SECOND YEAR FOOD SERVICE CLASSES. THERE ARE 19 PACKAGES ON FOOD PREPARATION AND ONE ON MAKING CHANGE. THE MEAT COOKERY AREA

COVERS MEAT IDENTIFICATION AND COMPOSITION, AND WAYS OF COOKING MEAT INCLUDING THE ADVANTAGES OF LOW TEMPERATURE COOKING. THE FRY COOKING SERIES ADDRESSES THE MANAGEMENT OF TIME AND EFFORT, PORTIONING, SANDWICH MAKING, GRIDDLING, AND FRENCH FRYING. STARCH COOKERY INCLUDES COMPOSITION OF CEREAL GRAINS (MAINLY WHEAT) AND USING THESE AS THICKENING AGENTS IN GRAVIES, SAUCES, MAIN DISHES, AND DESSERTS. THE YEAST DOUGHS SECTION INCLUDES A STUDY OF YEAST DOUGH COMPONENTS, AND ROLL MIXING. CASHIERING DEALS WITH MAKING CHANGE. THE FORMAT USED IN THE PACKAGES FOLLOWS THE OUTLINE OF TITLE, PURPOSE, OBJECTIVES, PRE-TESTING, LEARNINGS, POST-TESTING, AND SEARCH. (AUTHOR/LJ)

VT 101 819
CATALOG OF COURSES. TRAINING POLICIES AND PROCEDURES. ANNUAL SURVEY OF TRAINING NEEDS. IN-HOUSE, INTERAGENCY AND NON-GOVERNMENT COURSES.

BUREAU OF RECLAMATION (DEPT. OF INTERIOR), DENVER, COLO. ENGINEERING AND RESEARCH CENTER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JAN73 66P.

DESCRIPTORS - *JOB TRAINING; *GOVERNMENT EMPLOYEES; FEDERAL GOVERNMENT; *COURSE DESCRIPTIONS; CATALOGS; *INSERVICE PROGRAMS; *OFF THE JOB TRAINING; EXTENSION EDUCATION; PERSONNEL POLICY

ABSTRACT - THE GOVERNMENT EMPLOYEES TRAINING ACT PROVIDES FOR GOVERNMENT-PAID, ON GOVERNMENT TIME, TRAINING FOR FEDERAL EMPLOYEES -- INSERVICE, INTERAGENCY, OR NON-GOVERNMENT. THIS DOCUMENT DESCRIBES THE TYPE OF TRAINING AVAILABLE FOR EMPLOYEES OF THE ENGINEERING AND RESEARCH CENTER OF THE BUREAU OF RECLAMATION AT DENVER. SECTION I PRESENTS THE TRAINING ACTIVITIES GUIDE AND TRAINING POLICIES AND PROCEDURES. SECTION II GIVES MANAGEMENT PROCEDURES FOR CONDUCTING THE 1973 ANNUAL SURVEY OF TRAINING NEEDS. ENROLLMENT PROCEDURES AND TRAINING RECORD ARE IN SECTION III. SECTIONS IV AND V SUPPLY COURSE INFORMATION IN NINE CATEGORIES: SUPERVISORY AND MANAGEMENT; TECHNICAL, SCIENTIFIC, AND PROFESSIONAL; COMMUNICATION SKILLS; CLERICAL AND OFFICE; TRADES AND CRAFTS; SAFETY MANAGEMENT; FIRST AID, LIFESAVING, ETC.; ORIENTATION; AND OTHER. MOST OF THE TRAINING PARTICIPATED IN BY EMPLOYEES OF THE DENVER CENTER FALL INTO THE FIRST THREE CATEGORIES. (MF)

VT 101 820
JOHNSON, MILO P.
TEACHERS' ACCOUNTABILITY TO STUDENTS. SYLLABUS FOR 1971 CONFERENCE. WASHINGTON STATE COORDINATING COUNCIL FOR OCCUPATIONAL EDUCATION. TRADE, INDUSTRIAL, TECHNICAL AND HEALTH OCCUPATIONS EDUCATION.

WASHINGTON STATE COORDINATING COUNCIL FOR OCCUPATIONAL EDUCATION, OLYMPIA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 80P.

DESCRIPTORS - *EDUCATIONAL ACCOUNTABILITY; VOCATIONAL EDUCATION; *TEACHER WORKSHOPS; *GUIDELINES; EDUCATIONAL OBJECTIVES; TEACHING PROCEDURES; TEST CONSTRUCTION

ABSTRACT - A SYLLABUS FOR A TEACHERS' WORKSHOP IN ACCOUNTABILITY PRESENTS STEPS FOR PARTICIPANTS TO FOLLOW, IN 20 SECTIONS AND 10 APPENDIXES, TO BECOME MORE ACCOUNTABLE TO STUDENTS BY RELATING THE WORKSHOP DISCUSSIONS TO THEIR OWN FIELDS OF TEACHING. (MF)

VT 101 821
MOLONEY, NEIL
LAW ENFORCEMENT CURRICULUM.

HIGHLINE COMMUNITY COLL., MIDWAY, WASH.
WASHINGTON STATE BOARD FOR VOCATIONAL EDUCATION, OLYMPIA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 161P.

DESCRIPTORS - *LAW ENFORCEMENT; VOCATIONAL EDUCATION; *INSTRUCTIONAL MATERIALS; *CURRICULUM GUIDES; COMMUNITY COLLEGES; COMMUNICATION SKILLS IDENTIFIERS - *POLICE EDUCATION; WASHINGTON

ABSTRACT - PREPARED BY THE WASHINGTON STATE DIVISION OF VOCATIONAL EDUCATION AND APPROVED BY THE STATE, COUNTY, AND MUNICIPAL LAW ENFORCEMENT AGENCIES, THIS CURRICULUM GUIDE IS INTENDED TO ASSIST COMMUNITY COLLEGES AND VOCATIONAL/TECHNICAL INSTITUTIONS IN ESTABLISHING UNIFORM METHODS OF TRAINING THROUGHOUT THE STATE OF WASHINGTON. THIS GUIDE IS DESIGNED TO PREPARE STUDENTS FOR A CAREER IN LAW ENFORCEMENT. IT COMBINES LAW ENFORCEMENT COURSES AND A CAREFULLY SELECTED GROUP OF GENERAL EDUCATION COURSES. THE GRADUATE IS EXPECTED TO BE ABLE TO PERFORM ROUTINE POLICE TASKS IMMEDIATELY UPON ENTERING A DEPARTMENT AND WILL ALSO HAVE A SOLID FOUNDATION IN COMMUNICATION SKILLS. THE TOTAL PROGRAM IS ALSO DESIGNED TO PROVIDE AS MUCH INSIGHT AS POSSIBLE INTO THE DELICATE PROBLEMS OF HUMAN RELATIONS THE OFFICER WILL ENCOUNTER IN HIS OR HER WORK. APPENDED ARE SUGGESTIONS FOR IMPLEMENTING AND INTRODUCING THE PROGRAM INTO A COMMUNITY COLLEGE. (AUTHOR/LJ)

VT 101 822
CAMPBELL, ROBERT A.
A GUIDE TO GRADING FEATURES IN SOUTHERN PINE LOGS AND TREES.

FOREST SERVICE (DOA), ASHEVILLE, N.C. SOUTHEASTERN FOREST EXPERIMENT STATION.
MF AVAILABLE IN VT-ERIC SET.
STATION-PAPER-156
PUB DATE - 73 26P.; REPRINTED BY MISSISSIPPI STATE UNIVERSITY RESEARCH AND CURRICULUM UNIT FOR VOCATIONAL AND TECHNICAL EDUCATION.

DESCRIPTORS - *TREES; *GRADING; *GUIDES; DISEASES; INJURIES; *LUMBER INDUSTRY; *SOUTHERN STATES

ABSTRACT - THE MEASURE OF QUALITY OF A LOG OR TREE IS DEPENDENT ON THE PRODUCTS IT WILL YIELD. FOR EXAMPLE, LUMBER IS GREATLY AFFECTED BY SUCH GROSS CHARACTERISTICS OF THE TREE AS LIMBS, KNOTS, CONKS, SWEEP, SCARS, ETC. THIS GUIDE WAS PREPARED AS A HELP IN UNDERSTANDING THESE CHARACTERISTICS AND THEIR EFFECT ON THE TYPE OF LUMBER PRODUCED FROM SOUTHERN PINE LOGS. THESE LOG GRADES WERE DEVELOPED DURING 15 YEARS OF STUDY AND HAVE BEEN APPROVED FOR FOREST SERVICE USE. THE GUIDE IS SUPPLEMENTAL TO THE GRADING SYSTEM AND IS INTENDED AS AN AID TO THE APPLICATION AND USE OF THE LOG GRADES. THE ONLY END PRODUCT TO WHICH THE LOG GRADES AND THIS GUIDE APPLY IS LUMBER IN THE STANDARD GRADES AND SIZES AS DEFINED BY THE SOUTHERN PINE INSPECTION BUREAU. (MF)

VT 101 823
CROSS, DON, AND OTHERS
AN ANALYSIS OF THE INSURANCE UNDERWRITING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 238P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 824 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *INSURANCE OCCUPATIONS; *OFFICE OCCUPATIONS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY

KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME DISCUSSES THE OCCUPATION OF INSURANCE UNDERWRITER, LIMITED HERE TO PERSONAL LINES. UNDERWRITING PROVIDES A GOOD BASIS FOR OTHER INSURANCE JOBS AS IT INCLUDES THE SELECTION AND PRICING OF RISKS, THE FUNCTION WHICH ULTIMATELY DETERMINES A COMPANY'S SUCCESS. (AUTHOR/MF)

VT 101 824
WAHONICK, RONALD, AND OTHERS
AN ANALYSIS OF THE PERSONAL MANAGING OCCUPATION. (PERSONNEL MANAGER)

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 288P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 AND VT 101 825 THRU 874.

DESCRIPTORS - *TASK ANALYSIS; *PERSONNEL MANAGEMENT; *PERSONNEL DIRECTORS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME DESCRIBES THE DUTIES PERFORMED BY A PERSONNEL MANAGER IN INDUSTRY. THE NATURE OF PERSONNEL WORK DIFFERS WIDELY WITH THE SIZE AND NEEDS OF INDIVIDUAL COMPANIES, SO TASKS INCLUDED ARE THOSE THOUGHT TO BE COMMON TO MOST COMPANIES. (AUTHOR/MF)

VT 101 825
LUSTIC, GARY, AND OTHERS
AN ANALYSIS OF THE PURCHASING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 222P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 824 AND VT 101 826 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *PURCHASING; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE OCCUPATION OF PURCHASING AGENT-BUYER IS ANALYZED IN THIS VOLUME. WHILE THIS TYPE OF JOB MAY BE FOUND IN VARIOUS

AREAS, MANY USING ELECTRONIC DATA PROCESSING SYSTEMS, INDUSTRIAL PURCHASING IN A COMPANY USING A MANUAL INFORMATION RETRIEVAL SYSTEM WAS CHOSEN FOR ANALYSIS. (AUTHOR/MF)

VT 101 826
BRYAN, JAMES E.
AN ANALYSIS OF THE PROPERTY MANAGING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 204P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 825 AND VT 101 827 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *HOUSING MANAGEMENT AIDES; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION
IDENTIFIERS - *PROPERTY MANAGEMENT

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. DUTIES OF A PROPERTY MANAGER ARE ANALYZED IN THIS VOLUME. MANY OF THE TASKS OUTLINED MAY BE PERFORMED BY PERSONS WHOSE TITLES INCLUDE RESIDENT MANAGER, RENTAL AGENT, MAINTENANCE ENGINEER, JANITORIAL STAFF, OR GROUND SPECIALIST. (AUTHOR/MF)

VT 101 827
HARESTAD, CLIFFORD E., AND OTHERS
AN ANALYSIS OF THE REAL ESTATE OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 114P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 826 AND VT 101 828 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *REAL ESTATE OCCUPATIONS; *SALES OCCUPATIONS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME DESCRIBES THE TASKS PERFORMED BY A PERSON WHO HAS BEEN LICENSED TO SELL REAL ESTATE. IT REPRESENTS AN ACCOUNTING OF WHAT MUST BE DONE BY THE REAL ESTATE SALES AGENT THROUGH THE CYCLE OF A RESIDENTIAL SALE. (AUTHOR/MF)

VT 101 828
DIPLACIDO, PAT E., AND OTHERS
AN ANALYSIS OF THE SMALL BUSINESS MANAGING OCCUPATION.

OHIO STATE UNIV., COLUMBUS.
INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 238P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 827 AND VT 101 829 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; MANAGERIAL OCCUPATIONS; *BUSINESS ADMINISTRATION; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION IDENTIFIERS - *ENTREPRENEURS

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE DUTIES OF A SMALL BUSINESS MANAGER WHO IS RESPONSIBLE FOR THE OPERATION OF AN INDIVIDUALLY OWNED SMALL BUSINESS ARE DESCRIBED IN THIS VOLUME. DUTIES WOULD BE PREDOMINANTLY SUPERVISION AND MANAGEMENT, DEPENDING ON THE SIZE AND NATURE OF THE BUSINESS. (AUTHOR/MF)

VT 101 829
ABELL, GEORGE H., AND OTHERS
AN ANALYSIS OF THE TERMINAL CLERKING OCCUPATION.

OHIO STATE UNIV., COLUMBUS.
INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 180P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 828 AND VT 101 830 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *CLERICAL OCCUPATIONS; TRANSPORTATION; *SERVICE VEHICLES; DELIVERY SYSTEMS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION IDENTIFIERS - *TRUCKING INDUSTRY

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE CLERICAL FUNCTION DESCRIBED IN THIS VOLUME IS THAT OF TERMINAL CLERK IN A MOTOR FREIGHT TERMINAL. ALTHOUGH INDIVIDUAL TASKS MAY DIFFER, THE BASIC FUNCTIONS OF RECORDKEEPING, DISPATCHING, TRACING, CASHIERING, BILLING, AND CUSTOMER SERVICE ARE FOUND IN ALL AREAS OF THE TRANSPORTATION INDUSTRY. (AUTHOR/MF)

VT 101 830
ABELL, GEORGE H., AND OTHERS
AN ANALYSIS OF THE TERMINAL DISPATCHING OCCUPATION.

OHIO STATE UNIV., COLUMBUS.
INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 60P.; SEE

RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 829 AND VT 101 831 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *CLERICAL OCCUPATIONS; TRANSPORTATION; *SERVICE VEHICLES; DELIVERY SYSTEMS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION
IDENTIFIERS - *TRUCKING INDUSTRY

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE CLERICAL FUNCTION DESCRIBED IN THIS VOLUME IS THAT OF A DISPATCHER IN THE TERMINAL OF A COMMON CARRIER IN THE TRUCKING INDUSTRY. IN A SMALL OPERATION THE DUTIES OF DISPATCHER AND TERMINAL CLERK MIGHT BE COMBINED IN ONE JOB. (AUTHOR/MF)

VT 101 831
MASCIO, JOSEPH W.; O'CONNOR, PATRICK J.
AN ANALYSIS OF THE TERMINAL MATERIALS HANDLING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 138P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 830 AND VT 101 832 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *SERVICE OCCUPATIONS; *SERVICE VEHICLES; TRANSPORTATION; DELIVERY SYSTEMS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION
IDENTIFIERS - *TRUCKING INDUSTRY

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME DESCRIBES THE TASKS REQUIRED OF A MATERIALS HANDLER IN MOTOR TRANSPORTATION, WHICH RANGE FROM SUPERVISION TO ACTUAL LOADING AND UNLOADING OF MATERIALS. (AUTHOR/MF)

VT 101 832
BETH, GERTRUDE K., AND OTHERS
AN ANALYSIS OF THE NURSERY SCHOOL TEACHER AIDE OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 64P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 831 AND VT 101 833 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *TEACHER AIDES; *NURSERY SCHOOLS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL

ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE TASKS ANALYZED IN THIS VOLUME ARE THOSE MOST FREQUENTLY PERFORMED WITH PRESCHOOL CHILDREN BY NURSERY SCHOOL TEACHER AIDES. NO ADMINISTRATIVE DUTIES ARE INCLUDED. (AUTHOR/MF)

VT 101 833
BOYADJIS, THOMAS A.; PADLETTI, DONALD J.
AN ANALYSIS OF THE BAKING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 158P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 832 AND VT 101 834 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *FOOD SERVICE OCCUPATIONS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION
IDENTIFIERS - *BAKERS

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURE, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE RANGE OF SKILLS NEEDED IN BAKING AND MANAGING OR SUPERVISING A BAKERY OPERATION ARE COVERED IN THIS VOLUME. (AUTHOR/MF)

VT 101 834
BUERKEL, ELAINE; REHLING, JOSEPH H.
AN ANALYSIS OF THE ALTERATION SPECIALIST OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 404P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 833 AND VT 101 835 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *CLOTHING MAINTENANCE SPECIALISTS; *SEWING MACHINE OPERATORS

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TEACHING OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC

AREAS. THIS VOLUME PRESENTS DUTIES PERFORMED BY WORKERS IN THE TEXTILE SERVICE INDUSTRY COVERING REPAIR AND/OR ALTERATION OF CLOTHING. (AUTHOR/MF)

VT 101 835
SIX, JOSEPH E., JR.
AN ANALYSIS OF THE BILLING AND BOOKKEEPING MACHINE OPERATING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 214P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 834 AND VT 101 836 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *OFFICE MACHINES; BOOKKEEPING; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. TASKS RELATED TO THE OPERATION OF THE BOOKKEEPING MACHINE ARE DESCRIBED IN THIS VOLUME. AS SUCH MACHINES RANGE FROM SIMPLE MECHANICAL MODELS TO HIGHLY SOPHISTICATED ELECTRONIC SYSTEMS, THE ANALYSIS IS WRITTEN IN GENERAL TERMS TO SERVE AS A STARTING POINT FOR DIFFERENT SCHOOL PROGRAMS. (AUTHOR/MF)

VT 101 836
BRAYNT, EYRIS, AND OTHERS
AN ANALYSIS OF THE DATA PROCESSING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 198P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 835 AND VT 101 837 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *DATA PROCESSING OCCUPATIONS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME PRESENTS TASK STATEMENTS FOR ENTRY LEVEL POSITIONS IN THE FIELD OF BUSINESS DATA PROCESSING. (AUTHOR/MF)

VT 101 837
HARNISH, RONALD, AND OTHERS
AN ANALYSIS OF THE BOOKKEEPING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).

OFFICE OF EDUCATION (DHEW),
WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 154P.; SEE
RELATED DOCUMENTS IN THIS ISSUE AS
VT 101 823 THRU VT 101 836 AND VT
101 838 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS;
*BOOKKEEPING; *ACCOUNTING; *JOB
SKILLS; *OCCUPATIONAL INFORMATION;
TASK PERFORMANCE; EQUIPMENT
UTILIZATION

ABSTRACT - THE OCCUPATIONAL
ANALYSIS PROJECT WAS CONDUCTED FROM
JUNE 1, 1973 TO DECEMBER 30, 1974
TO TRAIN VOCATIONAL TEACHERS IN THE
TECHNIQUES OF MAKING A
COMPREHENSIVE OCCUPATIONAL
ANALYSIS. EACH ANALYSIS INCLUDES A
STATEMENT OF THE VARIOUS TASKS
PERFORMED IN AN OCCUPATION, WITH
THE APPROPRIATE ITEMS IDENTIFIED
FOR EACH TASK: TOOLS AND EQUIPMENT,
PROCEDURAL KNOWLEDGE, SAFETY
KNOWLEDGE, MATHEMATICS SKILLS, AND
SCIENCE AND COMMUNICATION NEEDED
FOR SUCCESSFUL PERFORMANCE. THE
ANALYSIS DATA PROVIDED A BASIS FOR
GENERATING INSTRUCTIONAL MATERIALS,
COURSE OUTLINES, STUDENT
PERFORMANCE OBJECTIVES, CRITERION
MEASURES, AND SUPPORTING SKILLS IN
THE ACADEMIC AREAS. DUTIES RANGING
FROM PREPARING A PAYROLL TO
ASSISTING IN PREPARATION OF
FINANCIAL STATEMENTS ARE INCLUDED
IN THIS VOLUME ANALYZING THE
BOOKKEEPING OCCUPATION. (AUTHOR/MF)

VT 101 838
FRASS, MELVIN R.; KRAUSE, MARVIN
AN ANALYSIS OF THE AIR
CONDITIONING, REFRIGERATING AND
HEATING OCCUPATIONS.

OHIO STATE UNIV., COLUMBUS.
INSTRUCTIONAL MATERIALS LAB. (TRADE
AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW),
WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 398P.; SEE
RELATED DOCUMENTS IN THIS ISSUE AS
VT 101 823 THRU VT 101 837 AND VT
101 839 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS;
*REFRIGERATION MECHANICS; AIR
CONDITIONING; HEATING; *SERVICE
OCCUPATIONS; *JOB SKILLS;
*OCCUPATIONAL INFORMATION; TASK
PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL
ANALYSIS PROJECT WAS CONDUCTED FROM
JUNE 1, 1973 TO DECEMBER 30, 1974
TO TRAIN VOCATIONAL TEACHERS IN THE
TECHNIQUES OF MAKING A
COMPREHENSIVE OCCUPATIONAL
ANALYSIS. EACH ANALYSIS INCLUDES A
STATEMENT OF THE VARIOUS TASKS
PERFORMED IN AN OCCUPATION, WITH
THE APPROPRIATE ITEMS IDENTIFIED
FOR EACH TASK: TOOLS AND EQUIPMENT,
PROCEDURAL KNOWLEDGE, SAFETY
KNOWLEDGE, MATHEMATICS SKILLS, AND
SCIENCE AND COMMUNICATION NEEDED
FOR SUCCESSFUL PERFORMANCE. THE
ANALYSIS DATA PROVIDED A BASIS FOR
GENERATING INSTRUCTIONAL MATERIALS,
COURSE OUTLINES, STUDENT
PERFORMANCE OBJECTIVES, CRITERION
MEASURES, AND SUPPORTING SKILLS IN
THE ACADEMIC AREAS. THIS VOLUME
ANALYZES THE BASIC SKILLS OF THE
AIR CONDITIONING, REFRIGERATION,
AND HEATING FIELDS COVERING BOTH
INSTALLATION AND SERVICING OF
EQUIPMENT. (AUTHOR/MF)

VT 101 839
STRANKE, EDWARD J.; SPECK, SAMUEL
R.
AN ANALYSIS OF THE AUTO BODY REPAIR
OCCUPATION.

OHIO STATE UNIV., COLUMBUS.
INSTRUCTIONAL MATERIALS LAB. (TRADE
AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW),
WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 422P.; SEE
RELATED DOCUMENTS IN THIS ISSUE AS
VT 101 823 THRU VT 101 838 AND VT
101 840 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *AUTO
BODY REPAIRMEN; *JOB SKILLS;
*OCCUPATIONAL INFORMATION; TASK
PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL
ANALYSIS PROJECT WAS CONDUCTED FROM

JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. SOME OF THE MAJOR DUTIES AND RELATED TASKS OF THE AUTO BODY REPAIR TRADE ARE PRESENTED IN THIS VOLUME, INCLUDING MANAGEMENT, SHEET METAL REPAIR AND REPLACEMENT, FRAMEWORK, AND VARIOUS ADJUSTMENTS. (AUTHOR/MF)

VT 101 840
CONNOR, MICHAEL; THOMAN, LEROY
AN ANALYSIS OF THE AUTO MECHANIC OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 218P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 839 AND VT 101 841 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *AUTO MECHANICS (OCCUPATION); *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE AUTO MECHANIC TASKS DESCRIBED IN THIS VOLUME INCLUDE DIAGNOSIS, MAINTENANCE, AND REPAIR OF AUTOMOTIVE SYSTEMS. (AUTHOR/MF)

VT 101 841
MCKINNEY, ORAL O., AND OTHERS
AN ANALYSIS OF THE CARPENTRY OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 246P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 840 AND VT 101 842 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *CARPENTERS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. TASK ANALYSIS

OF THE CARPENTRY TRADE IS PROVIDED IN THIS VOLUME, COVERING THE PROGRESS OF A HOUSE FROM THE FIRST STUDY OF THE BLUEPRINTS TO LAYING OUT OF THE EXCAVATION AND CONTINUING STEP BY STEP UNTIL THE INTERIOR FINISH IS APPLIED TO THE COMPLETED STRUCTURE. (AUTHOR/MF)

VT 101 842
MOWEN, KENNETH A., AND OTHERS
AN ANALYSIS OF THE COMMERCIAL ART OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 56P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 841 AND VT 101 843 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *COMMERCIAL ART; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. TASK STATEMENTS FOR THE MAJOR DUTY AREAS IN THE FIELD OF COMMERCIAL ART ARE PRESENTED IN THIS VOLUME. THE COMMERCIAL ARTIST DEVELOPS IDEAS INTO GRAPHIC FORMS USING A VARIETY OF METHODS AND MEDIA TO MEET THE NEEDS OF DIFFERENT CLIENTS. (AUTHOR/MF)

VT 101 843
HALL, EUGENE J.; TURNER, RAYMOND C.
AN ANALYSIS OF THE INDUSTRIAL MECHANICS OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 298P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 842 AND VT 101 844 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *MACHINE REPAIRMEN; *MECHANICS (PROCESS); EQUIPMENT MAINTENANCE; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME ANALYZES THE WORK ACTIVITIES INVOLVED IN THE INSTALLATION, REPAIR, AND MAINTENANCE OF VARIOUS TYPES OF INDUSTRIAL EQUIPMENT AND MACHINERY. (AUTHOR/MF)

VT 101 844
PLESCIA, GEORGE W., AND OTHERS
AN ANALYSIS OF THE DRAFTING OCCUPATION.

OHIO STATE UNIV., COLUMBUS.

INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 284P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 843 AND VT 101 845 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *DRAFTING; *DRAFTSMEN; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE DRAFTING OCCUPATION IS ANALYZED IN THIS VOLUME BY DIVIDING IT INTO UNITS OF EMPLOYMENT RATHER THAN TRADE SPECIALISTS. A DRAFTSMAN INTERPRETS THE IDEAS OF THE ENGINEER IN THE FORM OF WORKING PLANS OR DETAILED DRAWINGS. (AUTHOR/MF)

VT 101 845
KILO, JOSEPH L.
AN ANALYSIS OF THE DIESEL TRUCK MECHANIC OCCUPATION.

OHIO STATE UNIV., COLUMBUS.
INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 376P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 844 AND VT 101 846 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. ANALYSIS OF THE DIESEL TRUCK MECHANIC OCCUPATION IN THIS VOLUME IS ORGANIZED BY RELATED TASK SYSTEMS FOR THE MAINTENANCE AND REPAIR DUTIES OF A JOURNEYMAN MECHANIC. (AUTHOR/MF)

VT 101 846
SAMS, HELEN C.; SNYDER, LOIS M.
AN ANALYSIS OF THE INFORMATION RECEPTIONIST OCCUPATION.

OHIO STATE UNIV., COLUMBUS.
INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 106P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 845 AND VT 101 847 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *RECEPTIONISTS; *OFFICE OCCUPATIONS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL

ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. DUTIES OF A RECEPTIONIST, THE FIRST COMPANY REPRESENTATIVE THE PUBLIC MEETS, ARE ANALYZED IN THIS VOLUME. THE TASKS WILL VARY ACCORDING TO ORGANIZATIONAL STRUCTURE. (AUTHOR/MF)

VT 101 847
WINFREY, PRINCE J.; MORSE, DAVID L.
AN ANALYSIS OF THE AUTOMOTIVE SERVICE OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 134P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 846 AND VT 101 848 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *AUTO PARTS MEN; *AUTO MECHANICS (OCCUPATION); SUPERVISORS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. DUTIES OF AN AUTOMOTIVE SERVICE ADVISER WORKING IN AN AUTOMOTIVE DEALERSHIP OR INDEPENDENT SERVICE CENTER ARE ANALYZED IN THIS VOLUME. THE WORKER IS PRIMARILY RESPONSIBLE FOR SALES AND SERVICE AND MAY SUPERVISE OTHER SERVICE WORKERS. (AUTHOR/MF)

VT 101 848
FRAZER, WILLIAM C., AND OTHERS
AN ANALYSIS OF THE BANK TELLER OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 154P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 847 AND VT 101 849 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *FINANCE OCCUPATIONS; CLERICAL WORKERS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION
IDENTIFIERS - *TELLERS (BANKING)

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED

FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE BANK TELLER OCCUPATION ANALYZED IN THIS VOLUME DETAILS THE DUTIES NECESSARY TO SERVICE BANK CUSTOMERS. WHILE IN A LARGE METROPOLITAN BANK THE MORE SPECIALIZED WORKER MIGHT PERFORM AS FEW AS TWO OF THE DUTIES LISTED, THE TELLER IN A SMALL BANK WOULD PERFORM ALL OF THEM. (AUTHOR/MF)

VT 101 849
WYATT, TOM; ULRICH, LARRY
AN ANALYSIS OF THE CREDIT INVESTIGATION OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 66P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 848 AND VT 101 850 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *CREDIT (FINANCE); *INVESTIGATIONS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. TASK ANALYSIS FOR THE OCCUPATION OF A CREDIT INVESTIGATION AGENT IS PRESENTED IN THIS VOLUME FROM THE ASPECT OF THE CREDIT BUREAU OPERATION. (AUTHOR/MF)

VT 101 850
HALL, CHARLES W.; EMORY, HAROLD L.
AN ANALYSIS OF THE MACHINE TRADES OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 252P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 849 AND VT 101 851 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *MACHINE TOOL OPERATORS; *MACHINISTS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE MACHINE TRADES ARE EXAMINED IN THIS VOLUME, PRESENTING AN OCCUPATIONAL ANALYSIS OF THE TASKS PERFORMED BY A BEGINNING MACHINIST. (AUTHOR/MF)

VT 101 851
INNIS, GENE A., AND OTHERS
AN ANALYSIS OF THE LITHOGRAPHIC

PRINTING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 138P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 850 AND VT 101 852 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *PRINTING; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION
IDENTIFIERS - *LITHOGRAPHY

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. DEVELOPED BY TRADESPEOPLE AND TEACHERS WITH EXPERIENCE IN PRINTING BUSINESSES, THIS VOLUME COVERS A VARIETY OF DUTIES AND TASKS ENCOUNTERED IN LITHOGRAPHY. (AUTHOR/MF)

VT 101 852
POMEROY, JAMES W., AND OTHERS
AN ANALYSIS OF THE TELEVISION AND RADIO SERVICE OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 226P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 851 AND VT 101 853 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *TELEVISION REPAIRMEN; *RADIO TECHNOLOGY; ELECTRONIC TECHNICIANS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; *TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME ANALYZES TASKS INVOLVED IN THE JOB OF THE TELEVISION AND RADIO SERVICE TECHNICIAN IN INSTALLING AND REPAIRING HOME ELECTRONIC ENTERTAINMENT PRODUCTS, INCLUDING TELEVISION, RADIOS, PHONOGRAPHS, STEREO EQUIPMENT, INTERCOMMUNICATION EQUIPMENT, AND TAPE RECORDERS. (AUTHOR/MF)

VT 101 853
SCRUGGS, KENNETH
AN ANALYSIS OF THE RESIDENTIAL REMODELING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 164P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 852 AND VT 101 854 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *BUILDING TRADES; HOUSING; *BUILDING IMPROVEMENT; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE TASK ANALYSIS IN THIS VOLUME IS FOR RESIDENTIAL REMODELING, INCLUDING CARPENTRY, PLUMBING, ELECTRICITY, MASONRY, ROOFING, AND PAINTING. THE STRESS IN THIS OCCUPATION FALLS IN THE AREA OF TROUBLESHOOTING AND MUCH OF THE TRADE CAN BE LEARNED ONLY ON-THE-JOB. (AUTHOR/MF)

VT 101 854
MCGEE, PATRICIA, AND OTHERS
AN ANALYSIS OF THE LABORATORY ASSISTING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 310P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 853 AND VT 101 855 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *MEDICAL LABORATORY ASSISTANTS; *LABORATORY TECHNIQUES; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME ANALYZES THE TASKS PERFORMED BY A LABORATORY ASSISTANT WHO PERFORMS TESTS TO DETERMINE THE CHEMICAL AND PHYSICAL CHARACTERISTICS OF MATERIALS, WORKING UNDER THE DIRECTION OF A CHEMIST OR MEDICAL TECHNOLOGIST. (AUTHOR/MF)

VT 101 855
PUCCI, ALEX L.; REICHEL, GEORGE F.
AN ANALYSIS OF THE WELDING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 160P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 854 AND VT 101 856 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *WELDERS; *WELDING; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A

STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. AN ANALYSIS OF JOB SKILLS USED BY THE AVERAGE WELDER IS PRESENTED IN THIS VOLUME, INCLUDING BASIC SKILLS IN THE AREAS OF OXY/ACETYLENE, ELECTRIC ARC, TUNGSTEN INERT-GAS ARC, AND METALLIC INERT-GAS ARC WELDING. (AUTHOR/MF)

VT 101 856
CLARK, ANTHONY B., AND OTHERS
AN ANALYSIS OF THE WASTE WATER TREATMENT MECHANIC OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 220P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 855 AND VT 101 857 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *WATER POLLUTION CONTROL; *WASTE DISPOSAL; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. OCCUPATIONAL JOB ANALYSES FOR WASTEWATER TREATMENT OPERATORS AND MAINTENANCE MECHANICS ARE PRESENTED IN THIS VOLUME, COVERING STEPS AND PROCESSES REQUIRED FOR PRETREATMENT, PRIMARY, AND SECONDARY TREATMENT OF MUNICIPAL WASTEWATERS. (AUTHOR/MF)

VT 101 857
NICHOLS, LOWELL E.
AN ANALYSIS OF THE TYPEWRITER SERVICING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 116P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 856 AND VT 101 858 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *OFFICE MACHINES; *MACHINE REPAIRMEN; TYPEWRITING; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION

MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME ANALYZES TASKS REQUIRED OF A TYPEWRITER SERVICE SPECIALIST, BOTH IN THE CUSTOMER'S OFFICE AND IN THE REPAIR SHOP. (AUTHOR/MF)

VT 101 858
DEARTH, CHARLES E.; NORDVIG, CARL A.
AN ANALYSIS OF THE RESIDENTIAL ELECTRICITY OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 176P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 857 AND VT 101 859 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *ELECTRICIANS; *ELECTRICAL OCCUPATIONS; HOUSING; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE SKILLS NEEDED TO PERFORM THE DUTIES OF A RESIDENTIAL ELECTRICIAN ARE ANALYZED IN THIS VOLUME. IT DOES NOT COVER THE COMPLETE WORK OF A MASTER ELECTRICIAN, ONLY THE BASIC SKILLS NEEDED TO DO RESIDENTIAL WIRING. (AUTHOR/MF)

VT 101 859
PFLEGHAAR, JOHN A., AND OTHERS
AN ANALYSIS OF THE TELECOMMUNICATIONS OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 106P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 858 AND VT 101 860 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *TELECOMMUNICATION; EQUIPMENT MAINTENANCE; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. DUTIES OF THE TELECOMMUNICATIONS JOB CLUSTER, DEFINED AS THE AREA OF TELEPHONES, TWO-WAY RADIO, CABLE TELEVISION, DATA TRANSFER, TELETYPE, FACSIMILE, AND OTHER ALLIED FIELDS, ARE ANALYZED IN THIS VOLUME. (AUTHOR/MF)

VT 101 860
ALTSTADT, RALPH A.
AN ANALYSIS OF THE TURF SPECIALIST OCCUPATION.

OHIO STATE UNIV., COLUMBUS.

INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 94P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 859 AND VT 101 861 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *TURF MANAGEMENT; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE OCCUPATIONAL ANALYSIS IN THIS VOLUME COVERS DUTIES OF A TURF SPECIALIST INVOLVING PLANTING, RAISING, AND CARING FOR SOD AND TURF IN PUBLIC OR PRIVATE AREAS. (AUTHOR/MF)

VT 101 861
CHEETWOOD, JOHN E.; CONNELL, JOHN R.
AN ANALYSIS OF THE RETAIL FLORIST OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 64P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 860 AND VT 101 862 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *FLORICULTURE; *RETAILING; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. IN THIS VOLUME THE RETAIL FLORIST OCCUPATION IS ANALYZED. AS THE RETAIL FLORIST IS BOTH DESIGNER AND SALESPERSON, THE ANALYSIS EMPHASIZES PSYCHOLOGICAL FACTORS, I.E., SENSITIVITY TO CUSTOMERS' NEEDS. (AUTHOR/MF)

VT 101 862
HOSKINSON, KAREN; THOMPSON, DORRIS R.
AN ANALYSIS OF THE ADMINISTRATIVE ASSISTING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 128P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 861 AND VT 101 863 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *OFFICE MANAGEMENT; ADMINISTRATIVE PERSONNEL; CLERICAL OCCUPATIONS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE;

EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME ANALYZES THE ADMINISTRATIVE ASSISTANT OCCUPATION, THE DUTIES OF WHICH RANGE FROM CLERICAL TO SUPERVISORY. AS THE TITLE IS AMBIGUOUS, THIS ANALYSIS VIEWS THE JOB AS AIDING THE EXECUTIVE IN OFFICE FUNCTIONS. (AUTHOR/MF)

VT 101 863
LUCAL, KARLE A.
AN ANALYSIS OF THE WHOLESALE FLORIST OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 88P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 862 AND VT 101 864 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *FLORICULTURE; *WHOLESALING; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE PRINCIPAL JOBS OF A WHOLESALE FLORIST ARE ANALYZED IN THIS VOLUME. (AUTHOR/MF)

VT 101 864
RIDENER, NORMA A., AND OTHERS
AN ANALYSIS OF THE MEDICAL RECORDS CLERKING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 218P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 863 AND VT 101 865 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *MEDICAL RECORD TECHNICIANS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR

GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. TASKS OF A MEDICAL RECORDS CLERK ARE ANALYZED IN THIS VOLUME. AS THESE TASKS VARY ACCORDING TO THE TYPE OF EMPLOYMENT, TASK STATEMENTS WERE GENERALIZED TO FIT A WIDE RANGE OF MEDICAL FACILITIES. (AUTHOR/MF)

VT 101 865
PEAL, SHARYN; ROSE, VIRGINIA
AN ANALYSIS OF THE PAYROLL CLERKING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 272P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 864 AND VT 101 866 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *PAYROLL RECORDS; *CLERICAL WORKERS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. IN THIS VOLUME DUTIES OF A PAYROLL CLERK ARE ANALYZED. TASK ANALYSIS IS BASED ON PAYROLL TASKS DONE BY THE MANUAL METHOD RATHER THAN BY COMPUTER. (AUTHOR/MF)

VT 101 866
MURPHY, JUDY K., AND OTHERS
AN ANALYSIS OF THE SECONDARY SCHOOL CLERICAL AIDE OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE-- ND 196P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 865 AND VT 101 867 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *TEACHER AIDES; *SCHOOL AIDES; SECONDARY SCHOOLS; CLERICAL WORKERS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME ANALYZES THE TASKS OF THE SECONDARY CLERICAL TEACHER'S AIDE, WHO MAY PERFORM A VARIETY OF CLERICAL DUTIES IN VARIOUS SCHOOL DEPARTMENTS AND OFFICES AS WELL AS ASSIST THE TEACHER WITH NONPROFESSIONAL DUTIES. (AUTHOR/MF)

VT 101 867
KNUPKE, LUCILLE M., AND OTHERS
AN ANALYSIS OF THE WORD PROCESSING

OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 248P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 866 AND VT 101 868 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *BUSINESS CORRESPONDENCE; *OFFICE OCCUPATIONS; DOCUMENTATION; OFFICE MACHINES; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME ANALYZES THE TASKS PERFORMED IN WORD PROCESSING BY QUALIFIED WORKERS IN ENTRY-LEVEL AND ADVANCED POSITIONS. WORD PROCESSING INVOLVES HANDLING A WIDE VARIETY OF DOCUMENTS AND MACHINES WITHIN AN OFFICE TO PRODUCE THE MOST WORK IN THE LEAST TIME. (AUTHOR/MF)

VT 101 868
BOHAC, ROBERT D.; VERNON, ROBERT C.
AN ANALYSIS OF THE AUTOMOBILE SALES OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 232P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 867 AND VT 101 869 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *SALES OCCUPATIONS; *MOTOR VEHICLES; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME DESCRIBES THE VARIOUS TASKS REQUIRED IN THE AUTOMOBILE SALES OCCUPATION. (AUTHOR/MF)

VT 101 869
CHRIST, CHRISTOS G.; DELUZIN, JAMES B.
AN ANALYSIS OF THE AUTO PARTS COUNTERPERSON OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 234P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 868 AND VT 101 870 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *AUTO PARTS MEN; *SALES OCCUPATIONS;

FACILITY INVENTORY; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE OCCUPATIONAL ANALYSIS IN THIS VOLUME APPLIES TO THE AUTO PARTS COUNTERPERSON WHO SELLS AUTO REPLACEMENT PARTS, ACCESSORIES, AND SERVICES TO THE AUTOMOTIVE REPAIR SERVICE INDUSTRIES AND TO RETAIL CUSTOMERS AND WHO IS RESPONSIBLE FOR STOCKING AN ADEQUATE INVENTORY. (AUTHOR/MF)

VT 101 870
KITZMILLER, CHARLES C., AND OTHERS
AN ANALYSIS OF THE INDUSTRIAL SALES OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 234P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 869 AND VT 101 871 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *SALES OCCUPATIONS; *INDUSTRIAL PERSONNEL; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE INDUSTRIAL SALES OCCUPATION IS ANALYZED IN THIS VOLUME. INDUSTRIAL SALESPERSONS USUALLY SELL MERCHANDISE THAT INDUSTRY WILL USE IN ITS OWN BUSINESS RATHER THAN FOR RESALE AND THESE PERSONS' WORK IS DIFFERENTIATED FROM OTHER TYPES OF SELLING. (AUTHOR/MF)

VT 101 871
MOORE, GORDON, AND OTHERS
AN ANALYSIS OF THE INSURANCE SALES OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 238P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 870 AND VT 101 872 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *INSURANCE OCCUPATIONS; *SALES OCCUPATIONS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A

STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE LICENSED INSURANCE SALESPERSON'S DUTIES ARE ANALYZED IN THIS VOLUME WITHOUT SPECIFYING A PARTICULAR KIND OF INSURANCE OR MODE OF EMPLOYMENT, AS THE GENERAL DUTIES ARE THE SAME FOR ALL INSURANCE SALESPERSONS. (AUTHOR/MF)

VT 101 872
HARBAGE, MONROE; LECHNER, DONALD L.
AN ANALYSIS OF THE HORTICULTURE EQUIPMENT AND SERVICES OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
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PUB DATE - ND 226P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 871 AND VT 101 873 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *HORTICULTURE; *AGRICULTURAL MACHINERY; EQUIPMENT MAINTENANCE; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME ANALYZES TASKS IN THE HORTICULTURE EQUIPMENT AND SERVICES OCCUPATION. THE AREAS COVERED ALLOW INSTRUCTION IN ANY AREA OF MAINTENANCE OF TOOLS OR EQUIPMENT, WITH TASKS ON IDENTIFYING, MAINTAINING, OVERHAULING, OR TEST OPERATING EQUIPMENT RELATED TO THE HORTICULTURE INDUSTRY. (AUTHOR/MF)

VT 101 873
HOWSMON, RONALD L.
AN ANALYSIS OF THE GARDEN CENTER OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION). OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
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DESCRIPTORS - *TASK ANALYSIS; *NURSERY WORKERS (HORTICULTURE); *ORNAMENTAL HORTICULTURE OCCUPATION; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS,

COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. TASKS OF THE GARDEN CENTER WORKER ARE ANALYZED IN THIS VOLUME. THIS PERSON PERFORMS A VARIETY OF DUTIES RANGING FROM CARING FOR PLANTS AND EQUIPMENT TO MAKING SALES AND MAINTAINING INVENTORY. (AUTHOR/MF)

VT 101 874
STEMPLE, LYNN L.; DILLEY, JOHN E.
AN ANALYSIS OF THE LANDSCAPING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
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PUB DATE - ND 568P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 873.

DESCRIPTORS - *TASK ANALYSIS; *LANDSCAPING; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. TASK ANALYSES IN THE FIELD OF LANDSCAPING ARE PRESENTED IN THIS VOLUME. THE FIELD CONSISTS OF FOUR AREAS: NURSERY WORKER, LANDSCAPE PLANTER, LANDSCAPE MAINTENANCE WORKER, AND LANDSCAPE DESIGNER AND CONSULTANT. EACH AREA NEEDS THE KNOWLEDGE AND SKILLS OF THE PRECEDING AREA, THUS THE DESIGNER REQUIRES THE MOST ABILITY. (AUTHOR/MF)

VT 101 875
CAREER INFORMATION UNIT FOR DISTRIBUTIVE EDUCATION. TEACHER HANDBOOK.

OHIO STATE UNIV., COLUMBUS. DISTRIBUTIVE EDUCATION MATERIALS LAB.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 110P.; SEE RELATED DOCUMENT (STUDENT HANDBOOK) VT 101 630 IN AIM, VOL. 8, NO. 3, PAGE 429.

DESCRIPTORS - *TEACHING GUIDES; *DISTRIBUTIVE EDUCATION; *VOCATIONAL DEVELOPMENT; CAREER PLANNING; *OCCUPATIONAL INFORMATION

ABSTRACT - THIS TEACHER'S GUIDE IS DESIGNED FOR USE IN AN EXPLORATORY COURSE IN CAREERS IN MARKETING AND DISTRIBUTION. IT COVERS 25 CLUSTERS OF OCCUPATIONS RANGING FROM ADVERTISING APPAREL AND FOOD DISTRIBUTION THROUGH HOME FURNISHINGS AND HOTELS TO TELEVISION, TRANSPORTATION AND WHOLESALING. ALL 25 CAREER INFORMATION UNITS (CIU) ARE CONTAINED IN EACH STUDENT CIU HANDBOOK TO WHICH THIS GUIDE IS KEYED. A SUGGESTED PRESENTATION FOR STUDENT ORIENTATION AND INSTRUMENTS FOR TESTING STUDENT INTERESTS ARE PROVIDED AND REQUIREMENTS FOR STUDENT ACTIVITIES, METHODS OF GRADING, AND RECORD KEEPING ARE SUMMARIZED. THE TEACHER IS SUPPLIED WITH METHODS FOR INVOLVING THE COMMUNITY, FINDING RESOURCE PERSONNEL, AND PROMOTING PUBLIC RELATIONS. AN ORDER FORM FOR THE TEACHER TO OBTAIN THE TEACHING MATERIALS MENTIONED IN THE MANUAL IS INCLUDED. (MU)

VT 101 876
RESEARCH AND DEVELOPMENT PROJECT IN CAREER EDUCATION. FINAL REPORT.

TENNESSEE STATE DEPT. OF EDUCATION,

698

NASHVILLE. DIV. OF VOCATIONAL-TECHNICAL EDUCATION.
BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-73-3002
PUB DATE - 08NOV74 254P.

DESCRIPTORS - *CAREER EDUCATION; *RESEARCH PROJECTS; *OCCUPATIONAL CLUSTERS; *DEVELOPMENTAL PROGRAMS
IDENTIFIERS - TENNESSEE

ABSTRACT - THIS DOCUMENT IS COMPRISED OF TWO PROJECT FINAL REPORTS AND THEIR RESPECTIVE THIRD-PARTY EVALUATION REPORTS. THE FIRST REPORT DESCRIBES THE SCHOOL PROGRAM IN CAREER EDUCATION (SPICE) FOR KNOX COUNTY (TENNESSEE) SCHOOLS, COVERING THE PERIOD FROM JUNE 15, 1973 THROUGH SEPTEMBER 14, 1974. THE TWO BASIC GOALS WERE CURRICULUM CHANGE AND STAFF REORIENTATION. APPENDIX A IS THE EVALUATION REPORT WHICH RELATES THE SUCCESS OF PROJECT SPICE AND RECOMMENDS IT BE CONTINUED AND EXPANDED TO OTHER SCHOOL SYSTEMS. THE SECOND FINAL REPORT COVERS THE PERIOD FROM JUNE 1973 THROUGH AUGUST 1974 AND DESCRIBES PROJECT SPAN WHICH WAS A MODEL CAREERS PROGRAM OF THE MEMPHIS (TENNESSEE) CITY SCHOOLS. THE EVALUATION REPORT IS APPENDIX F WHICH DESCRIBES AS HIGHLY SUCCESSFUL THE PROJECT SPAN EFFORT TO IMPLEMENT A CAREER EDUCATION PROGRAM IN SCHOOLS WITH A STUDENT POPULATION COMPOSED PREDOMINANTLY OF MINORITY RACES AND/OR STUDENTS OF LOWER SOCIOECONOMIC STATUS. (LJ)

VT 101 877
COURSE CONTENT AND PROGRAM EVALUATION MODEL. FINAL REPORT.

MORAINE PARK TECHNICAL INST., FOND DU LAC, WIS.
WISCONSIN STATE BOARD OF VOCATIONAL, TECHNICAL, AND ADULT EDUCATION, MADISON.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL74 420P.

DESCRIPTORS - *COURSE CONTENT; *PROGRAM EVALUATION; *MODELS; AGRICULTURE; BUSINESS EDUCATION; HEALTH OCCUPATIONS; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - WISCONSIN

ABSTRACT - A THOROUGH STUDY OF FULL-TIME COURSES AND PROGRAMS OFFERED BY THE MORAINE PARK TECHNICAL INSTITUTE (MPTI) IN THE FIVE DEPARTMENTS OF TRADE AND INDUSTRY, BUSINESS EDUCATION, HEALTH OCCUPATIONS, AGRICULTURE, AND GENERAL EDUCATION HAS BEEN CONDUCTED. FROM THE 263 PERSONS PARTICIPATING IN NOMINAL GROUP SESSIONS, 1,021 RESPONSES WERE RETRIEVED AND APPROPRIATELY PLACED IN ONE OF 32 CATEGORIES WHICH WERE DEVELOPED. THE MAJOR CATEGORIES IN WHICH RESPONSES HAVE BEEN PLACED INCLUDE: REVISIONS OF COURSES - CHANGE IN COURSE OBJECTIVES; DISTRICT/SCHOOL POLICIES, RULES, AND REGULATIONS; SCHEDULING FOR STUDENTS; INSTRUCTIONAL EQUIPMENT AND MATERIALS, AND ADVISORY COMMITTEES. AMONG THE MAJOR RECOMMENDATIONS OF THIS REPORT ARE: (1) A CONTINUED EVALUATION OF MPTI COURSES AND PROGRAMS, (2) INCREASED USAGE OF ADVISORY COMMITTEES, (3) A BETTER PLACEMENT OF STUDENTS IN PROGRAMS THROUGH INCREASED COUNSELING AND TESTING, AND (4) OBTAINING MORE AND BETTER INSTRUCTIONAL EQUIPMENT. (AUTHOR)

VT 101 878
AN EIGHT DISTRICT PLANNING CONSORTIUM AND CAREER PREPARATION DELIVERY SYSTEM. INTERIM REPORT, AUGUST, 1973.

WISCONSIN UNIV., MADISON. CENTER FOR STUDIES IN VOCATIONAL AND TECHNICAL EDUCATION.
WISCONSIN STATE DEPT. OF PUBLIC INSTRUCTION, MADISON.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - AUG73 128P.

DESCRIPTORS - *CAREER PLANNING; *DELIVERY SYSTEMS; *CONSORTIA; *COMPREHENSIVE HIGH SCHOOLS; *VOCATIONAL EDUCATION; SURVEYS; QUESTIONNAIRES
IDENTIFIERS - WISCONSIN; OVIS; OHIO

VOCATIONAL INTEREST SURVEY

ABSTRACT - THE ADMINISTRATIVE FUNCTION OF DETERMINING UNMET EDUCATIONAL NEEDS AND LOOKING AHEAD TO PROVIDING FOR THOSE NEEDS IS THE MAJOR CONCERN OF THIS PROJECT. EIGHT HIGH SCHOOL DISTRICTS IN WISCONSIN FORMED A CONSORTIUM TO PLAN FOR PROGRAM DEVELOPMENT TO MEET THE VOCATIONAL EDUCATION NEEDS IN THE AREA. THIS INTERIM REPORT EXPLAINS THE FOLLOWING FACETS OF THE CAREER PREPARATION DELIVERY SYSTEM: THE NEED FOR AND SCOPE OF INVESTIGATION, A LITERATURE REVIEW, THE OHIO VOCATIONAL INTEREST SURVEY, AND A CAREER EDUCATION OPINIONNAIRE; ALTERNATIVES TO THE DELIVERY SYSTEM, AND POSSIBLE ADDITIONAL RESEARCH. APPENDED ARE QUESTIONNAIRES AND SURVEY INFORMATION USED IN THE STUDY. (LJ)

VT 101 879
RESEARCH AND DEVELOPMENT IN CAREER EDUCATION. FINAL REPORT.

LOUISIANA STATE DEPT. OF EDUCATION, BATON ROUGE.
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 30NOV74 204P.

DESCRIPTORS - *CAREER EDUCATION; *VOCATIONAL EDUCATION; PILOT PROJECTS; *EDUCATIONAL RESEARCH

ABSTRACT - THIS DOCUMENT CONTAINS BOTH THE FINAL REPORT AND THE THIRD PARTY EVALUATION OF THE RESEARCH AND DEVELOPMENT PROJECT IN CAREER EDUCATION FOR THE PERIOD JUNE 1973 TO DECEMBER 1974 CONDUCTED IN THE EAST BATON ROUGE (LOUISIANA) PARISH. THE OVERALL GOAL OF THE PROGRAM WAS TO PROVIDE INTEGRATED CAREER EDUCATION ACTIVITIES TO ALL STUDENTS GRADES K-14 SO THAT EVERY STUDENT LEAVING SCHOOL COULD TAKE A JOB, ENTER OR CONTINUE A VOCATIONAL EDUCATION PROGRAM, OR ENTER A BACCALAUREATE PROGRAM. THE FIVE COMPONENTS OF THE PROGRAM WERE GUIDANCE AND COUNSELING, ELEMENTARY, JUNIOR HIGH, GRADES 10-14, AND PLACEMENT. CONCLUSIONS AND RECOMMENDATIONS ARE FOUND IN THE EVALUATION REPORT (APPENDIX F). ALSO APPENDED ARE THE PROGRAM'S FOLLOW-UP STUDY AND LISTS AND SAMPLES OF PRODUCTS DEVELOPED. (LJ)

VT 101 880
HEALTH OCCUPATIONS FOLLOW-UP.

AUBURN UNIV., ALA. DEPT. OF VOCATIONAL AND ADULT EDUCATION.
ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - AUG74 51P.

DESCRIPTORS - *HEALTH OCCUPATIONS EDUCATION; *SECONDARY SCHOOL STUDENTS; *FOLLOWUP STUDIES; SURVEYS
IDENTIFIERS - ALABAMA

ABSTRACT - THIS REPORT IS THE RESULT OF A STATEWIDE EFFORT IN ALABAMA TO ASSESS THE OUTCOMES OF THE VOCATIONAL EDUCATION PROGRAM IN HEALTH OCCUPATIONS. A SURVEY INSTRUMENT WAS USED TO GATHER DATA FROM 1971-72 HEALTH OCCUPATIONS TERMINEES. THE REPORT IS ORGANIZED AROUND THE FOLLOWING CHAPTERS, GENERAL INFORMATION, BASIC INFORMATION RELATED TO THE VOCATIONAL EDUCATION PROGRAM, BASIC EMPLOYMENT INFORMATION, CONTINUING EDUCATION INFORMATION, AND JOB PLACEMENT INFORMATION. (LJ)

VT 101 881
RESEARCH ON APPLICATION OF A SELF-ACTUALIZATION PROCESS IN AN ATTEMPT TO IMPROVE EFFORT AND PERFORMANCE IN SELECTED VOCATIONAL PROGRAMS. FINAL REPORT.

MOUNT SAN JACINTO COLL., GILMAN HOT SPRINGS, CALIF.
CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. RESEARCH COORDINATING UNIT; CALIFORNIA COMMUNITY COLLEGES, SACRAMENTO.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - AUG74 29P.

DESCRIPTORS - VOCATIONAL EDUCATION; *SELF ACTUALIZATION; COMMUNITY

COLLEGES; PERFORMANCE; MOTIVATION; *SELF CONCEPT TESTS
IDENTIFIERS - CALIFORNIA

ABSTRACT - THIS DOCUMENT DESCRIBES A STUDY TO INVESTIGATE THE EFFECTS OF THE SELF-ACTUALIZATION BY GROUP PROCESS OF MOTIVATIONAL DEVELOPMENT ON THE ORIENTATIONS AND EDUCATIONAL OUTPUT PERFORMANCE OF STUDENTS IN SELECTED VOCATIONAL CLASSES. A PERSONAL ORIENTATION INVENTORY (POI) WAS ADMINISTERED AS A PRETEST TO ALL SUBJECTS. THE EXPERIMENTAL GROUP THEN RECEIVED THE SELF-ACTUALIZATION BY GROUP PROCESS TRAINING AND THE POI WAS AGAIN ADMINISTERED TO ALL SUBJECTS. THE SINGLE SIGNIFICANT FINDING WAS THAT SELF-ACTUALIZATION TRAINING HAD A POSITIVE RELATIONSHIP TO STUDENTS' SELF-ACCEPTANCE (A POSITIVE SELF-CONCEPT). IT WAS RECOMMENDED THAT A LONGITUDINAL STUDY BE DONE TO INCREASE THE CHANCES OF IDENTIFYING MEASURABLE DIFFERENCES, AND THAT AGE BE AMONG THE INDEPENDENT VARIABLES. (LJ)

VT 101 882
CONCEPTS, TOPICS AND OBJECTIVES FOR CONSUMER EDUCATION, K-ADULT.

CALIFORNIA UNIV., DAVIS. DEPT. OF APPLIED BEHAVIORAL SCIENCES.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 74 211P.

DESCRIPTORS - *CONSUMER EDUCATION; *RESEARCH PROJECTS; *COURSE OBJECTIVES
IDENTIFIERS - CALIFORNIA

ABSTRACT - THE INTENT OF THIS RESEARCH PROJECT WAS THE IDENTIFICATION OF DISCRETE IDEAS, TOPICS OR CONCEPTS APPROPRIATE TO AN INTERDISCIPLINARY PLAN ADDRESSING CONSUMER EDUCATION, AS WELL AS THE IDENTIFICATION OF DEVELOPMENTALLY SEQUENCED PROGRAM OBJECTIVES FOR EACH DISCRETE IDEA, TOPIC OR CONCEPT. FOLLOWING THE INTRODUCTION, PROJECT OVERVIEW AND EVALUATION, AND LITERATURE SEARCH, THE REMAINDER OF THE DOCUMENT IS ORGANIZED AROUND THE SEVEN TOPIC OBJECTIVES: (1) AMERICAN ECONOMIC SYSTEM, (2) USES OF MONEY, (3) GOODS AND SERVICES, (4) INFLUENCES ON PRODUCERS AND CONSUMERS, (5) CREDIT, (6) RIGHTS AND RESPONSIBILITIES, AND (7) VALUE AND LIFE STYLES. (AUTHOR/LJ)

VT 101 883
JONES, OTHO ELI
A STUDY OF ATTITUDES TOWARD CAREER EDUCATION OF KEY ADMINISTRATIVE-SUPERVISORY PERSONNEL IN THE STATE OF MARYLAND. OCCASIONAL PAPER IN RESEARCH.

MARYLAND STATE DEPT. OF EDUCATION, BALTIMORE. DIV. OF RESEARCH, EVALUATION, AND INFORMATION SYSTEMS.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NOV74 71P.

DESCRIPTORS - *CAREER EDUCATION; *ATTITUDE TESTS; *ADMINISTRATOR ATTITUDES; *TEACHER ATTITUDES; COUNSELOR ATTITUDES; *EDUCATIONAL ATTITUDES
IDENTIFIERS - MARYLAND; LOCAL EDUCATION AGENCIES

ABSTRACT - THE PURPOSE OF THIS STUDY WAS TO INVESTIGATE THE ATTITUDES OF THREE GROUPS OF ADMINISTRATIVE-SUPERVISORY PERSONNEL IN THE STATE OF MARYLAND TOWARD THE CAREER EDUCATION CONCEPT. ASPECTS TO BE DETERMINED INCLUDED THE GROUPS' VIEW OF CAREER EDUCATION AS A FACTOR IN CREATING A UNIFIED SCHOOL SYSTEM, THE SCOPE OF CAREER EDUCATION AND WHAT SHOULD BE INVOLVED IN IT, AND THEIR ATTITUDES TOWARD THE PURPOSES AND IMPLEMENTATION OF CAREER EDUCATION IN MARYLAND. FINDINGS REVEALED NO SIGNIFICANT DIFFERENCES AMONG THE ATTITUDES OF ALL GROUPS CONCERNING THE PURPOSES AND THE CONTENT OF CAREER EDUCATION. RESULTS WERE INCONCLUSIVE AS TO WHETHER ALL EDUCATION SHOULD BE CAREER EDUCATION. ON THE BASIS OF THE FINDINGS, IT WAS CONCLUDED THAT THE SURVEY GROUPS AGREED THAT CAREER EDUCATION COULD UNIFY THE APPROACHES OF VOCATIONAL AND ACADEMIC EDUCATION IN MARYLAND PUBLIC SCHOOLS, THAT ALL GRADE

LEVELS AND DISCIPLINES SHOULD BE INVOLVED, AND THAT THE PHILOSOPHY OF VOCATIONAL EDUCATION SHOULD BE BROADENED TO THE CAREER EDUCATION CONCEPT. THE STUDY WAS LIMITED TO THE 24 LOCAL EDUCATION AGENCIES THAT COMPRISE THE PUBLIC SCHOOLS IN MARYLAND. (MF)

VT 101 884
WALL, JAMES E.; SHILL, JAMES F.
MISSISSIPPI RESEARCH AND CURRICULUM UNIT FOR VOCATIONAL-TECHNICAL EDUCATION. ANNUAL REPORT. FISCAL YEAR 1974.

MISSISSIPPI RESEARCH COORDINATING UNIT FOR VOCATIONAL-TECHNICAL EDUCATION, STATE COLLEGE.
MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL74 51P.

DESCRIPTORS - ANNUAL REPORTS; *RESEARCH COORDINATING UNITS; *RESEARCH PROJECTS; VOCATIONAL EDUCATION; CAREER EDUCATION; *PROGRAM DESCRIPTIONS; *EDUCATIONAL RESEARCH; *CURRICULUM DEVELOPMENT
IDENTIFIERS - MISSISSIPPI

ABSTRACT - THIS REPORT SUMMARIZES THE MAJOR ACTIVITIES OF THE MISSISSIPPI RESEARCH AND CURRICULUM UNIT FOR VOCATIONAL-TECHNICAL EDUCATION FOR THE PERIOD FROM JULY 1, 1973 THROUGH JUNE 30, 1974. ACTIVITIES DURING THIS PERIOD CONTINUED TO BE FOCUSED ON RESEARCH COORDINATION, IMPLEMENTATION, AND DISSEMINATION. BRIEF DESCRIPTIONS OF THE ONGOING RESEARCH AND DEVELOPMENT AND CURRICULUM DEVELOPMENT PROJECTS AND PUBLICATIONS ARE PRESENTED. (MF)

VT 101 885
COPES (COMMUNITY COLLEGE OCCUPATIONAL PROGRAMS EVALUATION SYSTEM) REPORT: SYSTEM RELIABILITY STUDY.

CALIFORNIA COMMUNITY COLLEGES, SACRAMENTO. OFFICE OF THE CHANCELLOR.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 33P.

DESCRIPTORS - *TESTING; *TEST RELIABILITY; *PROGRAM EVALUATION; *EVALUATION METHODS; *TEST RESULTS; CORRELATION; EDUCATIONAL ASSESSMENT; VOCATIONAL EDUCATION; COMMUNITY COLLEGES
IDENTIFIERS - CALIFORNIA

ABSTRACT - THIS REPORT DEALS WITH THE TESTING OF A "TEST": COPES (COMMUNITY COLLEGE OCCUPATIONAL PROGRAMS EVALUATION SYSTEM), CREATED IN 1971 BY THE CHANCELLOR'S OFFICE OF THE CALIFORNIA COMMUNITY COLLEGES. COPES' FIRST TWO YEARS WERE DEVOTED TO DEVELOPING INSTRUMENTS AND PROCEDURES. THE OBJECTIVES OF THE PRESENT STUDY WERE TO TEST THE STATISTICAL RELIABILITY OF THE COPES INSTRUMENT AND METHODOLOGY. TESTING WAS ACCOMPLISHED THROUGH SITE VISITS BY TWO SEPARATE TEAMS AT EACH OF FIVE COOPERATING COLLEGES, SEPARATELY CONSIDERING THE SAME INFORMATION AND FOLLOWING THE SAME PROCEDURES. THE TEAMS' INDEPENDENT CONCENSUS RATINGS ON 60 EVALUATION ITEMS WERE THEN COMPARED. CORRELATION COEFFICIENTS WERE FOUND TO BE SIGNIFICANT IN ALL CASES. AT THREE OF THE FIVE COLLEGES VISITED, THE OVERALL MEAN RATINGS OF THE TWO TEAMS WERE VIRTUALLY IDENTICAL. AT THE COLLEGE WHERE THE GREATEST DIFFERENCE OCCURRED, THE MARGIN WAS LESS THAN HALF A POINT ON THE FIVE-POINT SCALE. DETAILS AND ANALYSES OF THE RATINGS ARE GIVEN IN THE REPORT. OTHER COPES DOCUMENTS ARE AVAILABLE AS VT 100 738--VT 100 744 IN ARM, VOL. 7, NO. 4, AND AS VT 101 886 IN THIS VOLUME. (AUTHOR/MF)

VT 101 886
COPES (COMMUNITY COLLEGE OCCUPATIONAL PROGRAMS EVALUATION SYSTEM) 1973-74 REPORT.

CALIFORNIA COMMUNITY COLLEGES, SACRAMENTO. OFFICE OF THE CHANCELLOR.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 49P.

DESCRIPTORS - ANNUAL REPORTS;

*COMMUNITY COLLEGES; VOCATIONAL EDUCATION; EDUCATIONAL PROGRAMS; *EDUCATIONAL ASSESSMENT; *SYSTEMS APPROACH
IDENTIFIERS - CALIFORNIA

ABSTRACT - THE YEAR 1973-74 WAS THE THIRD YEAR FOR COPES (COMMUNITY COLLEGE OCCUPATIONAL PROGRAMS EVALUATION SYSTEM). THREE OBJECTIVES WERE SCHEDULED FOR PART B OF THE OVERALL PROJECT: (1) EVALUATION SERVICES WOULD BE PROVIDED TO MORE COLLEGES, (2) MORE PERSONS WOULD BE TRAINED TO IMPLEMENT THE SYSTEM, AND (3) THERE WOULD BE RENEWED CONCENTRATION ON IDENTIFYING MAJOR STRENGTHS AND WEAKNESSES. ALL OF THESE OBJECTIVES WERE ACHIEVED. COPES HAS ESTABLISHED ITSELF AS AN ACCEPTED PROCESS FOR EVALUATING OCCUPATIONAL EDUCATION PROGRAMS AND SERVICES IN CALIFORNIA COMMUNITY COLLEGES AND HAS AROUSED INTEREST IN SEVERAL OTHER STATES AND IN CANADA. REFINEMENTS AND IMPROVEMENTS IN THE SYSTEM MADE IN 1973-74 ARE DESCRIBED, ALONG WITH OBSERVED MAJOR STRENGTHS AND WEAKNESSES. APPENDIXES INCLUDE PROJECT PERSONNEL, CHRONOLOGY OF MAJOR EVENTS, PARTICIPATING COLLEGES, GENERAL REACTION TO COPES, AND EVALUATIVE GUIDES AND CRITERIA. SEPARATE REPORTS WILL BE PREPARED FOR PART C UNDERTAKINGS. OTHER COPES DOCUMENTS ARE AVAILABLE AS VT 100 738-VT 100 744 IN ARM, VOL. 7, NO. 4, AND AS VT 101 885 IN THIS VOLUME. (AUTHOR-MF)

VT 101 887
A SURVEY OF ADULT AND CONTINUING EDUCATION PROGRAMS IN NEVADA. FISCAL YEAR 1973-74.

NEVADA STATE DEPT. OF EDUCATION, CARSON CITY.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 35P.

DESCRIPTORS - *ADULT BASIC EDUCATION; *ADULT VOCATIONAL EDUCATION; *STATE SURVEYS; *EDUCATIONAL PROGRAMS; SECONDARY EDUCATION; POSTSECONDARY EDUCATION; *ENROLLMENT
IDENTIFIERS - NEVADA

ABSTRACT - THE ADULT EDUCATION SURVEY HAS BEEN A CONTINUING SERVICE PROVIDED BY THE NEVADA STATE DEPARTMENT OF EDUCATION SINCE 1954. THE SURVEY IS DEPENDENT ON THE COOPERATION OF ALL EDUCATIONAL AGENCIES INVOLVED IN ADULT EDUCATION. THIS REPORT FOR THE 1973-74 FISCAL YEAR PRESENTS ENROLLMENT FIGURES IN EDUCATIONAL PROGRAMS IN ADULT BASIC EDUCATION, ADULT OCCUPATIONAL EDUCATION, OCCUPATIONAL POSTSECONDARY EDUCATION, ADULT HIGH SCHOOL DIPLOMA PROGRAMS, MANPOWER DEVELOPMENT AND TRAINING, COMMUNITY SERVICE, AND CIVIL DEFENSE ADULT EDUCATION. IN ADDITION TO VARIOUS COUNTY SCHOOL DISTRICTS, ENROLLMENTS ARE SHOWN FOR SEVERAL COMMUNITY COLLEGES, THE NEVADA HIGHWAY DEPARTMENT, AND THE NEVADA STATE PRISON. (MF)

VT 101 888
DEVELOPMENT OF FEDERAL LEGISLATION MODEL FOR VOCATIONAL EDUCATION.

NATIONAL ASSOCIATION OF STATE DIRECTORS OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 01JUN74 198P.

DESCRIPTORS - *EDUCATIONAL LEGISLATION; *FEDERAL LEGISLATION; *VOCATIONAL EDUCATION; *MODELS; *MANPOWER NEEDS

ABSTRACT - THE MAJOR OBJECTIVE OF THIS PROPOSAL WAS TO DESIGN A FEDERAL LEGISLATIVE MODEL THAT WOULD ALLEVIATE THE PROBLEMS AND INADEQUACIES OF CURRENT LEGISLATION. THE MODEL LAW WAS INTENDED TO CONSOLIDATE FEDERAL PROGRAMS AND TO FILL GAPS IN JOB TRAINING AND JOB PLACEMENT. APPENDED TO THE MODEL LAW IS A BILL (H.R. 17304) TO EXTEND AND AMEND THE VOCATIONAL EDUCATION ACT OF 1963. (AUTHOR/LJ)

VT 101 889
LEE, ARTHUR M.
LEARNING A LIVING ACROSS THE NATION. VOLUME III. PROJECT

BASELINE, THIRD NATIONAL REPORT. BASELINE YEAR: 1972-73 (FISCAL YEAR 1973). PART I: NARRATIVE REPORT. PART 2: STATISTICAL ALMANAC.

NORTHERN ARIZONA UNIV., FLAGSTAFF. NATIONAL ADVISORY COUNCIL ON VOCATIONAL EDUCATION, WASHINGTON, D.C.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NOV74 316P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *MANPOWER DEVELOPMENT; *STATISTICAL DATA; TABLES (DATA); PUBLIC POLICY; *NATIONAL SURVEYS; TRAINING; *FEDERAL LEGISLATION
IDENTIFIERS - PROJECT BASELINE

ABSTRACT - THIS STUDY IS AN EFFORT TO FIND OUT WHAT IS HAPPENING THROUGHOUT THE NATION UNDER FOUR FEDERAL ASSISTANCE PROGRAMS, THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962, THE VOCATIONAL EDUCATION ACT OF 1963, THE ECONOMIC OPPORTUNITY ACT OF 1964, AND THE VOCATIONAL AMENDMENTS OF 1968. PART 1 OF THE REPORT WHICH COVERS THE 1972-73 SCHOOL YEAR CONTAINS THE NARRATIVE DESCRIPTION OF ENROLLMENTS, COSTS, AND OTHER DETAIL. THE FIRST CHAPTER PROVIDES A SUMMARY OF THE REPORT INCLUDING SIGNIFICANT FINDINGS, POLICY IMPLICATIONS, AND RECOMMENDATIONS. CHAPTERS II, III, AND IV, DISCUSS THREE YEARS OF VOCATIONAL EDUCATION, MANPOWER TRAINING, AND STATE AND FEDERAL REPORTING, RESPECTIVELY. REPORTING FOR THE THIRD YEAR, IT WAS POSSIBLE TO SEE INDICATIONS OF TRENDS WHICH RELATE TO THE ORIGINAL PURPOSES OF THE LEGISLATION. PART 2 CONTAINS THE STATISTICAL TABLES UPON WHICH PART 1 WAS BASED. (AUTHOR/LJ)

VT 101 890
CAREER EDUCATION. A GUIDE TO THE 1972-1973 PILOT PROJECT.

EAST PROVIDENCE SCHOOL DEPT., R. I.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 46P.

DESCRIPTORS - *CAREER EDUCATION; *PILOT PROJECTS; *CONCEPTUAL SCHEMES
IDENTIFIERS - RHODE ISLAND

ABSTRACT - THIS BROCHURE IS AN ATTEMPT TO EXPLAIN BOTH THE CONCEPT OF CAREER EDUCATION AND THE PILOT PROJECT CONDUCTED IN FIVE EAST PROVIDENCE (RHODE ISLAND) SCHOOLS. THE DOCUMENT IS ORGANIZED AROUND THE FOLLOWING MAIN HEADINGS: (1) THE NEED FOR A NEW CAREER EDUCATION CONCEPT, (2) THE GOALS OF CAREER EDUCATION, (3) THE CHANGING ROLE OF THE TEACHER, (4) THE CHANGING TECHNIQUES OF INSTRUCTION, (5) THE ELEMENTARY COMPONENT, (6) INDIVIDUALIZATION, AND (7) THE SECONDARY COMPONENT. APPENDED ARE A LIST OF AUDIOVISUAL MATERIALS AND SAMPLE COMMUNITY RESOURCES. (LJ)

VT 101 891
MYERS, WILLIAM E.
TRAINING AND TECHNOLOGY. A SYSTEMS APPROACH FOR INDUSTRIAL TRAINING.

OAK RIDGE ASSOCIATED UNIVERSITIES, TENN.
ATOMIC ENERGY COMMISSION, OAK RIDGE, TENN.; MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. OFFICE OF RESEARCH AND DEVELOPMENT.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - AUG73 29P.

DESCRIPTORS - SYSTEMS CONCEPTS; *PUBLIC POLICY; *MANPOWER NEEDS; MANPOWER DEVELOPMENT; *TECHNICAL EDUCATION; *INDUSTRIAL TRAINING; INDUSTRIAL TECHNOLOGY; MODELS; CONCEPTUAL SCHEMES; PROGRAM ADMINISTRATION; JOB PLACEMENT; RECRUITMENT; SELECTION

ABSTRACT - THIS DOCUMENT IS INTENDED TO PROVIDE AN UNDERSTANDING OF HOW THE TRAINING AND TECHNOLOGY (TAT) INDUSTRIAL SKILL AND TECHNICAL TRAINING (ISTT) PROGRAM ACCOMPLISHES ITS WORK. IT DESCRIBES THE BASIC RELATIONSHIPS BETWEEN VARIOUS TRAINING COMPONENTS AND LINKS THESE RELATIONSHIPS TO CERTAIN ASPECTS OF PROGRAM STRUCTURE AND ORGANIZATION. THE TAT ISTT PROGRAM OPERATIONS ARE

PRESENTED WITHIN THE CONCEPTUAL FRAMEWORK OF AN INPUT-CONVERSION-OUTPUT SYSTEM, THE SYSTEMS MODEL THAT UNDERLIES INDUSTRIAL PRODUCTION. THIS MONOGRAPH IS DIVIDED INTO CHAPTERS CORRESPONDING TO EACH OF THE FUNCTIONS OF SUCH A SYSTEM: (1) THE INTAKE PROCESS, (2) THE TRAINING PROCESS, (3) THE PROCESS OF PLACEMENT, AND (4) PROGRAM ADMINISTRATION. THE CONCLUDING CHAPTER PRESENTS IMPLICATIONS FOR MANPOWER POLICY. (AUTHOR/LJ)

VT 101 892
CAROLINA SCHOOL DISTRICT SEQUENTIAL APPROACH TO CAREER ORIENTATION AND PREPARATION. INTERIM REPORT.

PUERTO RICO STATE DEPT. OF EDUCATION, HATO REY.
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUN74 67P.

DESCRIPTORS - *DEVELOPMENTAL PROGRAMS; *SEQUENTIAL APPROACH; *VOCATIONAL EDUCATION; *SPANISH SPEAKING; SELF CONCEPT
IDENTIFIERS - CAREER ORIENTATION; PUERTO RICO

ABSTRACT - THIS REPORT COVERS THE THIRD YEAR OF PROJECT OPERATION FROM MARCH 1973 TO JULY 1974. THE PROJECT WAS DESIGNED TO INVOLVE STUDENTS IN A SERIES OF VOCATIONAL EDUCATION EXPERIENCES AND TO EXPAND THE STUDENTS' SELF AWARENESS TO AN OCCUPATIONAL STRUCTURE STARTING AT THE ELEMENTARY LEVEL. INCLUDED WITHIN THE REPORT IS THE EVALUATION REPORT DESCRIBING A FILM PRODUCED AT THE CAROLINA SCHOOL DISTRICT, PUERTO RICO, "ALGO MAS QUE UN CONCEPTO" WHICH PRESENTS THE CONCEPT OF CAREER EDUCATION AS IT HAS BEEN DEVELOPED AT CAROLINA. EXTENSIVE APPENDICES INCLUDE INSTRUMENTS USED DURING THIS STUDY. (AUTHOR/LJ)

VT 101 893
EVALUATION OF PSYCHOLOGY OF HUMAN RELATIONS. FINAL REPORT.

MORAINE PARK TECHNICAL INST., FOND DU LAC, WIS.
WISCONSIN STATE BOARD OF VOCATIONAL, TECHNICAL, AND ADULT EDUCATION, MADISON; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL73 112P.

DESCRIPTORS - *COURSE EVALUATION; *SOCIAL PSYCHOLOGY; *TECHNICAL INSTITUTES; VALIDITY; *HUMAN RELATIONS UNITS
IDENTIFIERS - WISCONSIN

ABSTRACT - THIS DOCUMENT DESCRIBES A STUDY TO EVALUATE AN EXISTING COURSE IN HUMAN RELATIONS AT THE MORAINE PARK TECHNICAL INSTITUTE, AND THE DEVELOPMENT OF A PROPOSED COURSE IN HUMAN RELATIONS FOR THE TECHNICAL INSTITUDE. PART I, THE EVALUATION OF THE EXISTING HUMAN RELATIONS COURSE, BEGAN BY AN EXAMINATION OF THE COURSE DESCRIPTIONS FOR HUMAN RELATIONS AS PRESENTLY TAUGHT BY 17 DIFFERENT TECHNICAL INSTITUTES IN WISCONSIN. MAJOR TOPICS AND SUBTOPICS INCORPORATING THE CONTENTS OF ALL SUCH COURSE DESCRIPTIONS WERE COMBINED INTO A QUESTIONNAIRE, AND EXPECTED PERFORMANCE OBJECTIVES FOR THE SAME CONTENT WERE INCLUDED IN A SECOND QUESTIONNAIRE. FOUR GROUPS WERE ASKED TO RESPOND TO THE QUESTIONNAIRES: (1) STUDENTS WHO TOOK THE COURSE IN HUMAN RELATIONS, (2) FACULTY WHO TAUGHT THE COURSE IN HUMAN RELATIONS, (3) EMPLOYERS WHO HIRED STUDENTS FROM THE RESPECTIVE TECHNICAL INSTITUTE, AND (4) SELECT GRADUATE STUDENTS OF A MAJOR UNIVERSITY. THE PROPOSED COURSE (PART II) CONTAINED EIGHT 2-WEEK MODULES WITH TITLES AS FOLLOWS: (1) SOCIAL CLIMATE, (2) SCIENTIFIC PROCESS OF DECISION MAKING, (3) INTERPERSONAL ATTRACTION, (4) INTERPERSONAL REJECTION, (5) CONFRONTATION AND CRISIS, (6) GROUP PROCESS AND BALANCING, (7) DISADVANTAGED, AND (8) WORLD PROBLEMS. APPENDED ARE REFERENCES, THE FEDERAL GRANT PROPOSAL, COURSE DESCRIPTIONS, COPIES OF THE QUESTIONNAIRE, AND

RESULTS OF THE DATA COLLECTION. (AUTHOR/LJ)

VT 101 894
MCCALEB, OMER K.
PROJECT VIGOR: VOCATIONAL CLUSTER EDUCATION, INTEGRATED AND ARTICULATED GRADES 1-14 WITH GUIDANCE SERVICES, OCCUPATIONAL EXPLORATION AND WORK EXPERIENCE RELEVANT TO GENERAL EDUCATION. THIRD INTERIM REPORT, APRIL 2, 1973.

DAVID DOUGLAS PUBLIC SCHOOLS, PORTLAND, OREG.
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-70-5187(361)
PUB DATE - 02APR73 60P.

DESCRIPTORS - *CAREER EDUCATION; *INTEGRATED CURRICULUM; *CAREER PLANNING; *PROGRAM DESCRIPTIONS; VOCATIONAL DEVELOPMENT; PRIMARY GRADES; SECONDARY GRADES; POSTSECONDARY EDUCATION
IDENTIFIERS - PROJECT VIGOR; PORTLAND; OREGON; DAVID DOUGLAS SCHOOL SYSTEM

ABSTRACT - COVERING THE TIME PERIOD FROM JULY 1, 1972 TO APRIL 2, 1973 THIS INTERIM REPORT DESCRIBES THE GOALS, PROCEEDINGS, RESULTS, AND CONCLUSIONS OF THE 1972-1973 ACADEMIC YEAR IN PROJECT VIGOR, A PROGRAM INTRODUCING CAREER EDUCATION INTO THE DAVID DOUGLAS SCHOOL SYSTEM IN PORTLAND, OREGON. GOALS ARE DEFINED SEPARATELY FOR PRIMARY, INTERMEDIATE, MIDDLE, JUNIOR HIGH, SENIOR HIGH, AND POSTSECONDARY SCHOOLS. MAJOR EMPHASIS FOR CURRICULUM CHANGE WAS THE ORGANIZATION OF ELEMENTARY SCHOOLS INTO TWO AREAS, THE OCCUPATIONAL EXPLORATION PROGRAM IN GRADE 9, AND THE CAREER EDUCATION TEACHER WORKSHOPS. RESULTS ARE MOST VISIBLE IN STUDENT ATTITUDES IN POSTSECONDARY PROGRAMS. (AUTHOR/MU)

VT 101 895
MARYLAND CAREER DEVELOPMENT PROJECT (K-ADULT). INTERIM REPORT. SEPTEMBER 1972.

MARYLAND STATE DEPT. OF EDUCATION, BALTIMORE.
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-70-5186(361)
PUB DATE - SEP72 249P.

DESCRIPTORS - *DEVELOPMENTAL PROGRAMS; *CAREER EDUCATION; *VOCATIONAL DEVELOPMENT; *PROGRAM DESCRIPTIONS; *PROGRAM EVALUATION
IDENTIFIERS - MARYLAND CAREER DEVELOPMENT PROJECT

ABSTRACT - THE INITIAL PORTION OF THIS DOCUMENT CONSISTS OF TWO SECTIONS. FIRST, THERE IS AN INTERIM REPORT OF PROJECT ACTIVITIES THROUGH THE FIRST TWO YEARS OF THE PROJECT. SECOND IS A STATEMENT OF PROGRAM OBJECTIVES, A TIMETABLE, AND A BUDGET FOR THE THIRD YEAR (FISCAL YEAR 1973) OF OPERATION. ALSO INCLUDED ARE THE FOLLOWING MATERIALS: (1) INFORMATION ABOUT THE SECONDARY COMPONENT OF THE PROJECT, (2) A DESCRIPTION OF PROJECT VIEW, VITAL INFORMATION FOR EDUCATION AND WORK, (3) INFORMATION ABOUT THE ELEMENTARY COMPONENT OF THE PROJECT, (4) SAMPLE UNITS GIVEN TO TEACHERS FOR BACKGROUND INFORMATION, (5) THE FIRST QUARTERLY PROGRESS REPORT OF THE THIRD YEAR EVALUATION PLAN DATED DECEMBER 1972, (6) A DESCRIPTION OF PROJECT GO, GROWING OPPORTUNITIES, AND (7) AN ARTICLE ENTITLED "CHOOSING A CAREER." (LJ)

VT 101 896
DUNN, CAROLYN M.
COMPUTER SERVICES SYSTEMS DEVELOPMENT TO COORDINATE MANPOWER NEEDS WITH OCCUPATIONAL TRAINING PROGRAMS. OCCUPATIONAL EDUCATION RESEARCH PROJECT FINAL REPORT.

LENOIR COMMUNITY COLL., KINSTON, N.C.
NORTH CAROLINA STATE DEPT. OF PUBLIC INSTRUCTION, RALEIGH. OCCUPATIONAL RESEARCH UNIT.

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 30JUN73 156P.

DESCRIPTORS - *INFORMATION SYSTEMS; *MANPOWER NEEDS; *COMPUTER PROGRAMS; *TECHNICAL EDUCATION; *EDUCATIONAL NEEDS; MANUALS; COMMUNITY COLLEGES
IDENTIFIERS - NORTH CAROLINA

ABSTRACT - TO COORDINATE THE COMMUNITY COLLEGE TRAINING PROGRAMS WITH MANPOWER NEEDS IN NORTH CAROLINA THIS PROJECT DEVELOPED A SUPPORTIVE INSTRUMENT, A COMPUTER PROCESSING SYSTEM WHICH COULD BE USED AT EACH COMMUNITY COLLEGE TO IMPLEMENT THE MODEL INFORMATION SYSTEM AT THE INSTITUTION. THE MANUAL IS DESIGNED TO PROVIDE SPECIFIC STEPS TO BE FOLLOWED BY INDIVIDUAL COMMUNITY COLLEGES IN USING THE SYSTEM. EIGHT COMPUTER PROGRAMS THAT WILL PRINT MANY OF THE REPORTS NEEDED BY THE INSTITUTION IN PLANNING OBJECTIVES TO MEET THE SKILLED MANPOWER NEEDS OF THE COMMUNITY ARE EXPLAINED IN DETAIL WITH FLOW CHARTS AND SOURCE LISTINGS FOR EACH PROGRAM. THE APPENDIX CONTAINS THREE SURVEY INSTRUMENTS, OCCUPATION CODES, FORMULAS FOR CALCULATING REPLACEMENT RATES, AND REPLACEMENT RATES FOR THE VARIOUS OCCUPATIONS. (AUTHOR/MU)

VT 101 897
SUMPTER, GARY D.; HILL, SHERRY G.
A COMPREHENSIVE PLAN FOR THE DEVELOPMENT OF VOCATIONAL EDUCATION IN BOONE COUNTY, WEST VIRGINIA. FINAL REPORT.

BOONE COUNTY BOARD OF EDUCATION, MADISON, W. VA.
WEST VIRGINIA STATE DEPT. OF EDUCATION, CHARLESTON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 30JUN73 187P.

DESCRIPTORS - *EDUCATIONAL PLANNING; *VOCATIONAL EDUCATION; *CURRICULUM DEVELOPMENT; *PERFORMANCE BASED EDUCATION; *COMMUNITY INVOLVEMENT; EMPLOYMENT POTENTIAL; SURVEYS
IDENTIFIERS - *BOONE COUNTY; WEST VIRGINIA

ABSTRACT - THE PURPOSE OF THIS PROJECT WAS TO DEVELOP A PLAN FOR IMPROVING VOCATIONAL EDUCATION ON BOONE COUNTY, WEST VIRGINIA. THE DEVELOPMENT PROVIDED FOR A LABOR MARKET ANALYSIS, A PLAN FOR COMMUNITY AND EMPLOYER COORDINATION, A PLAN FOR CURRICULUM DEVELOPMENT, A STAFF DEVELOPMENT PLAN, ASSISTANCE IN FACILITY DESIGN, AND A PLAN FOR CAREER PLANNING AND PLACEMENT COUNSELING. CONTENTS OF THESE PHASES ARE PRESENTED IN THE APPENDIX OF THIS REPORT. THE PLAN CALLS FOR THE DEVELOPMENT AND IMPLEMENTATION OF A COMPETENCY BASED, SPIRAL CURRICULUM WHICH IS FLEXIBLE, MEASURABLE, SELF-PACED, AND INDIVIDUALIZED. EVALUATION OF THE PROJECT INDICATED THAT THE MOST APPARENT ACHIEVEMENT WAS THE TOTAL INVOLVEMENT AND COMMITMENT ON THE PART OF EDUCATORS, BUSINESS AND INDUSTRY, CIVIC LEADERS, TOTAL COUNTY POPULATION, PARENTS, AND STUDENTS. CONTINUATION OF FUNDING AND DEVELOPMENT ARE NEEDED TO IMPLEMENT THE FACILITY AND CURRICULUM DESIGN. STAFF MUST BE ORIENTED TO BEING A FACILITATOR OF KNOWLEDGE RATHER THAN THE FAMILIAR ROLE OF DISPENSER OF KNOWLEDGE FOR THE PLANNING TO BECOME A REALITY. (AUTHOR/MF)

VT 101 898
BOWER, GEORGE L., AND OTHERS
A CONCURRENT VALIDITY STUDY RELATING THE ARMED SERVICES VOCATIONAL APTITUDE BATTERY TO SUCCESS IN HIGH SCHOOL VOCATIONAL-TECHNICAL COURSES. AN ABSTRACT.

ARMED FORCES VOCATIONAL TESTING GROUP, RANDOLPH AFB, TEX.
MF AVAILABLE IN VT-ERIC SET.
TECH-RES-NOTE-74-4
PUB DATE - JAN75 14P.

DESCRIPTORS - *VOCATIONAL APTITUDE; MILITARY PERSONNEL; *APTITUDE TESTS; *TEST VALIDITY; *PREDICTIVE VALIDITY; SUCCESS FACTORS; VOCATIONAL EDUCATION; *HIGH SCHOOL STUDENTS

DENTIFIERS - *ARMED SERVICES
OCATIONAL APTITUDE BATTERY; ASVAB

BSTRACT - THIS STUDY EXAMINED THE
ALIDITY OF SPECIFIC ARMED SERVICES
OCATIONAL APTITUDE BATTERY (ASVAB)
OMPOSITES FOR A SAMPLE OF 6,130
TUDENTS IN 25 HIGH SCHOOLS
FFERING VOCATIONAL-TECHNICAL
URRICULA. FOR 28 OF THE 50 COURSES
TUDIED, COMPRISING 85 PERCENT OF
HE SAMPLE, THE BATTERY DID PREDICT
OURSE SUCCESS. THE PREDICTIVE
BILITY OF THE ASVAB WAS NOT
EMONSTRATED FOR 22 COURSES,
EPRESENTING ONLY 15 PERCENT OF THE
VERALL SAMPLE. RESULTS OF THE
TUDY EMPHASIZE THE HEURISTIC VALUE
F SEPARATING ABILITIES INTO
UBCATEGORIES REFLECTIVE OF DIVERSE
EMANDS. THIS TECHNICAL RESEARCH
OTE IS AN ABSTRACT OF A MORE
OMPREHENSIVE TREATMENT OF THE
ATA, CONTAINED IN TECHNICAL
ESEARCH REPORT 74-5 (JANUARY
975). (MF)

T 101 899
BSTRACTS OF COMPLETED 1973-74
ESEARCH - EXEMPLARY PROJECTS.

REGON STATE DEPT. OF EDUCATION,
ALEM.
FFICE OF EDUCATION (DHEW),
ASHINGTON, D.C.
F AVAILABLE IN VT-ERIC SET.
UB DATE - ND 42P.

ESCRIPTORS - *ABSTRACTS;
DEVELOPMENTAL PROGRAMS; *RESEARCH
ROJECTS; *CAREER EDUCATION
DENTIFIERS - OREGON STATE
EPARTMENT OF EDUCATION; CAREER
WARENESS; CAREER PREPARATION;
AREER EXPLORATION

BSTRACT - THIS DOCUMENT CONTAINS
BSTRACTS TAKEN FROM THE FINAL
EPORTS OF OREGON RESEARCH AND
XEMPLARY PROJECTS FUNDED UNDER THE
OCATIONAL EDUCATION AMENDMENTS OF
974, PARTS C AND D, DURING THE
973-74 YEAR. THE ABSTRACTS INCLUDE
HOSE FUNDED THROUGH STATE
DMINISTERED AND ALLOCATED MONIES
S WELL AS THOSE OPERATING UNDER
IRECT FEDERAL GRANTS. THE
BSTRACTS HAVE BEEN REPRODUCED
DIRECTLY FROM PROJECT FINAL
REPORTS, WITH ONLY MINOR EDITING,
IN ORDER TO MAINTAIN THE INTENT
DESIRED BY THE ORIGINAL WRITER. THE
CONTENT OF THE DOCUMENT IS DIVIDED
INTO THE MAIN HEADINGS OF CAREER
AWARENESS, CAREER EXPLORATORY,
PREPARATION, AND SPECIALIZATION.
(AUTHOR/LJ)

VT 101 900
JAHODA, JOHN J.
THE NINTH GRADE CAREER EXPERIENCE:
A MODEL FOR SECONDARY COUNSELORS
AND ADMINISTRATORS.

ADMIRAL PEARY AREA VOCATIONAL-
TECHNICAL SCHOOL, EBENSBURG, PA.
OFFICE OF EDUCATION (DHEW),
WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-73-5272
PUB DATE - 20JAN75 13P.

DESCRIPTORS - *GRADE 9; *CAREER
EDUCATION; *DEVELOPMENTAL PROGRAMS;
*SECONDARY SCHOOL COUNSELORS; *WORK
EXPERIENCE; MODELS
IDENTIFIERS - PENNSYLVANIA

ABSTRACT - THIS BOOKLET SERVES AS
AN ABSTRACT OF A MORE DETAILED
FIRST YEAR PILOT STUDY SOON TO BE
AVAILABLE. IT IS PRESENTED AS AN
EXPLANATION OF A WORKING CAREER
EXPERIENCE MODEL FOR GRADE 9
STUDENTS. IT SUMMARIZES ONE
SCHOOL'S APPROACH TO IMPLEMENTING
CAREER EDUCATION CONCEPTS AND IS
INTENDED AS A GENERAL GUIDE WHICH
MAY BE MODIFIED TO MEET THE NEEDS
OF STUDENTS. APPENDED ARE FORMS
USED IN CARRYING OUT THE PROGRAM.
(AUTHOR/LJ)

VT 101 901
A HANDBOOK FOR COOPERATIVE
EDUCATION STUDENTS.

BREVARD COMMUNITY COLL., COCOA,
FLA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 26P.

DESCRIPTORS - *COOPERATIVE
EDUCATION; *COMMUNITY COLLEGES;
*PROGRAM GUIDES
IDENTIFIERS - FLORIDA; BREVARD

COMMUNITY COLLEGE

ABSTRACT - WHILE THE INFORMATION IN THIS HANDBOOK IS AIMED PRIMARILY AT INFORMING THE STUDENT, IT IS INTENDED TO SERVE AS A CONTINUING GUIDE TO THE THREE PARTNERS OF COOPERATIVE EDUCATION--STUDENTS, EMPLOYERS, AND THE COLLEGE. THE CONTENTS INCLUDE DESCRIPTIONS OF COOPERATIVE EDUCATION IN GENERAL, THE SPECIFIC COOPERATIVE EDUCATION PROGRAM AT BREVARD COMMUNITY COLLEGE, THE COOPERATIVE TRAINING ASSIGNMENT, AND COOPERATIVE EDUCATION POLICIES AS WELL AS HINTS TO STUDENTS. APPENDED ARE APPLICATION AND ASSIGNMENT FORMS USED IN THE PROGRAM. (AUTHOR/LJ)

VT 101 902
COSTS OF EDUCATIONAL ACCOUNTABILITY - A MARYLAND EXPLORATORY STUDY.

COOPERATIVE ACCOUNTABILITY PROJECT, DENVER, COLO.; MARYLAND STATE DEPT. OF EDUCATION, BALTIMORE.; MARYLAND UNIV., COLLEGE PARK. BUREAU OF EDUCATIONAL RESEARCH AND FIELD SERVICES.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
BULL-5245
STATE EDUCATIONAL ACCOUNTABILITY REPOSITORY (SEAR), WISCONSIN DEPT. OF PUBLIC INSTRUCTION, 126 LANGDON ST., MADISON, WISCONSIN 53702
PUB DATE - NOV74 64P.

DESCRIPTORS - *EDUCATIONAL ACCOUNTABILITY; *RESEARCH; *COSTS; STATE SURVEYS
IDENTIFIERS - MARYLAND; COOPERATIVE ACCOUNTABILITY PROJECT

ABSTRACT - THIS DOCUMENT REPORTS THE RESULTS OF AN EXPLORATORY STUDY OF THE COST-PRICING OF EDUCATIONAL ACCOUNTABILITY COMPONENTS WITHIN THE FRAMEWORK OF THE MARYLAND SCHOOL SYSTEM. THE FOUR EDUCATIONAL ACCOUNTABILITY COMPONENTS WHICH WERE IDENTIFIED FROM THE MARYLAND EDUCATIONAL ACCOUNTABILITY ACT INCLUDE GOAL DEVELOPMENT AND IMPLEMENTATION, OBJECTIVE DEVELOPMENT AND IMPLEMENTATION, STATUS SURVEY OF STUDENT ACHIEVEMENT, AND PROGRAM DEVELOPMENT. BASED ON THESE COMPONENTS, A SURVEY INSTRUMENT INCLUDED IN CHAPTER II WAS CONSTRUCTED TO OBTAIN INFORMATION FROM LOCAL SCHOOL SYSTEMS ABOUT THE COSTS INVOLVED IN ACTUALLY PROVIDING INFORMATION TO DECISION MAKERS. THE EXPLORATORY STUDY DID NOT PROVIDE A DEFINITIVE STATEMENT WITH RESPECT TO THE COSTS OF PUBLIC EDUCATIONAL ACCOUNTABILITY. RATHER, THE STUDY WAS CONCEIVED AND UNDERTAKEN IN AN ATTEMPT TO ESTABLISH A SOLID FOUNDATION OF COSTS ASSOCIATED WITH THE IMPLEMENTATION OF ACCOUNTABILITY SYSTEMS. APPENDED ARE CHECKLISTS FOR PLANNING, IMPLEMENTING, AND EVALUATING EDUCATIONAL COMPONENTS COSTS OF ACCOUNTABILITY PROGRAM ACTIVITIES. (AUTHOR/LJ)

VT 101 903
LINGER, ALBERT H.; DAVIDSON, KENNETH T.
IMPROVING EFFECTIVENESS OF MULTI-COUNTY AREA VOCATIONAL PROGRAMS THROUGH THE PROVISION OF IMPROVED JOB PLACEMENT SERVICES. EXEMPLARY PROJECT. FINAL REPORT.

UPSHUR COUNTY BOARD OF EDUCATION, BUCKHANNON, W. VA.; TRI-COUNTY VOCATIONAL-TECHNICAL CENTER, BUCKHANNON, W. VA.
WEST VIRGINIA STATE BOARD OF EDUCATION, CHARLESTON. DIV. OF VOCATIONAL-TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JAN75 40P.

DESCRIPTORS - *DEVELOPMENTAL PROGRAMS; *JOB PLACEMENT; *VOCATIONAL EDUCATION; *AREA VOCATIONAL SCHOOLS
IDENTIFIERS - WEST VIRGINIA

ABSTRACT - THE PROJECT WAS DESIGNED TO PROVIDE JOB PLACEMENT SERVICES FOR STUDENTS ENROLLED IN A MULTI-COUNTY AREA VOCATIONAL SCHOOL. A PLACEMENT COORDINATOR WAS RESPONSIBLE FOR IMPLEMENTING THE AREA JOB PLACEMENT PROGRAM. INCLUDED IN THE DOCUMENT ARE DESCRIPTIONS OF THE PROBLEM AREA,

THE PROJECT GOALS AND OBJECTIVES, THE GENERAL PROJECT DESIGN, RESULTS AND ACCOMPLISHMENTS OF THE PROJECT, EVALUATION OF THE PROJECT AND PROJECT RESULTS, IMPLICATIONS, AND RECOMMENDATIONS. LISTED UNDER RESULTS AND ACCOMPLISHMENTS ARE PROBLEMS ENCOUNTERED DURING THE PROJECT. ONE SUCH PROBLEM WAS THE RELOCATION OF GRADUATES OUTSIDE THE GEOGRAPHICAL AREA IN WHICH THEY GREW UP IF JOBS CLOSE TO HOME WERE NOT AVAILABLE. OF THOSE WHO HAD BEEN RELOCATED, MOST HAD RETURNED HOME WITHIN THREE MONTHS. APPENDED ARE MATERIALS USED DURING THE STUDY AND A JOB PLACEMENT COORDINATOR'S HANDBOOK. (LJ)

VT 101 904
AN EXEMPLARY PROGRAM IN OCCUPATIONAL EDUCATION FOR THE VETERAN. FINAL REPORT.

CONTROL SYSTEMS RESEARCH, INC., CHICAGO, ILL.
ILLINOIS STATE BOARD OF VOCATIONAL EDUCATION AND REHABILITATION, SPRINGFIELD. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 17FEB75 71P.

DESCRIPTORS - *DEVELOPMENTAL PROGRAMS; *CAREER EDUCATION; *VETERANS EDUCATION; SURVEYS; EDUCATIONAL NEEDS; EDUCATIONAL SUPPLY
IDENTIFIERS - ILLINOIS

ABSTRACT - THIS PROJECT WAS DESIGNED TO ASSESS THE OCCUPATIONAL EDUCATION SERVICES CURRENTLY AVAILABLE FOR VETERANS, TO IDENTIFY THE SERVICE NEEDS OF THE VETERAN IN THESE AREAS, AND TO PROPOSE AN ALTERNATE MODEL, OR MODELS, TO MEET THE NEED FOR IMPROVED OCCUPATIONAL EDUCATION SERVICES TO THE VIETNAM ERA VETERAN IN THE STATE OF ILLINOIS. DATA WAS GATHERED BY MEANS OF SURVEYING VETERANS AND THOSE ORGANIZATIONS SUPPLYING THE SERVICES. THE RESULTS OF THESE SURVEYS ARE PRESENTED IN SECTION 3 OF THE REPORT. THE FINAL SECTION PROPOSES A PROGRAM DELIVERY MODEL USING A VETERANS COMMUNICATIONS CENTER TO PROVIDE IMPROVED SERVICES TO VETERANS. APPENDED ARE THE SURVEY INSTRUMENTS USED IN THE STUDY. (LJ)

VT 101 905
SWENEY, ARTHUR B., AND OTHERS
INTERIM REPORT. PROGRESS FOR FUNDING YEAR 1973. (DATA GATHERED AT MCCONNELL AND MALMSTROM AIR FORCE BASES)

WICHITA STATE UNIV., KANS. CENTER FOR HUMAN APPRAISAL.
AIR FORCE OFFICE OF SCIENTIFIC RESEARCH, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 324P.

DESCRIPTORS - *MILITARY PERSONNEL; *WORK ATTITUDES; *JOB SATISFACTION; *FAMILY ATTITUDES; *CAREER CHOICE; MILITARY AIR FACILITIES; SURVEYS
IDENTIFIERS - MCCONNELL AIR FORCE BASE; KANSAS; MALMSTROM AIR FORCE BASE; MONTANA

ABSTRACT - DURING THE PAST FUNDING YEAR THE CENTER FOR HUMAN APPRAISAL HAS CONTINUED TO GATHER DATA AT MCCONNELL AIR FORCE BASE, KANSAS (REGION). IN ADDITION, DATA WAS COLLECTED AT MALMSTROM AIR FORCE BASE, MONTANA, DURING JULY AND AUGUST 1973. EFFORTS WITH SUPERORDINATE/SUBORDINATE RELATIONSHIPS HAVE CONTINUED, ALTHOUGH INVESTIGATION OF ATTITUDES TOWARD A MILITARY CAREER AND THE SATISFIERS-DISSATISFIERS OF MILITARY LIFE HAVE BEEN GIVEN INCREASED CONSIDERATION. THIS DOCUMENT CONSISTS OF VARIOUS STUDIES AND SURVEYS OF PERSONNEL AT THE TWO AIR BASES ON THE FOLLOWING TOPICS: RELATIONSHIPS OF ATTITUDE FACTORS TO THE CAREER DECISION OF FIRST TERM MILITARY MEMBERS; CAREER ATTITUDE SURVEY FROM OFFICERS SERVING ON TITAN AND MINUTEMAN MISSILE CREWS; JOB DIMENSION SURVEY; PERSONALITY AND MOTIVATIONAL FACTORS IN SUPERORDINATE AND SUBORDINATE ROLE PREFERENCES AND PERCEPTIONS OF SOCIAL PRESSURE; THE MILITARY WIFE'S ATTITUDES AND FEELINGS TOWARD HER LIFE-STYLE; THE AIR

FORCE WIFE: HER KNOWLEDGE OF, AND ATTITUDES TOWARD, THE AIR FORCE; PROGNOSIS FOR AN ALL-VOLUNTEER MILITARY; ROLE REACTION MODEL; TRANSACTION OF POWER AND OBLIGATION FOR DEFINING SUPERORDINATE AND SUBORDINATE RELATIONSHIPS; LEARNING TO DELEGATE POWER WITH OBLIGATION; CONTINUING EDUCATION FOR LEADERSHIP INSTRUCTORS; AND THE SELECTION AND FLEXIBILITY OF LEADERSHIP ROLES AS CONTINGENT UPON THE FELLOWSHIP ROLES OF SUBORDINATES. (AUTHOR/MF)

VT 101 906
SWENEY, ARTHUR B.
INTERPERSONAL POWER RELATIONSHIPS (AS DEFINED BY SUPERIOR-SUBORDINATE INTERSECTIONS).

WICHITA STATE UNIV., KANS. CENTER FOR HUMAN APPRAISAL.
AIR FORCE OFFICE OF SCIENTIFIC RESEARCH, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 26JUL74 32P.; PAPER PRESENTED TO QUARTERMASTER'S LEADERSHIP CONFERENCE, FT. LEE, VIRGINIA, JULY 26, 1974.

DESCRIPTORS - *INTERPERSONAL RELATIONSHIP; *POWER STRUCTURE; *INTERACTION PROCESS ANALYSIS; ORGANIZATIONAL CLIMATE; EMPLOYER EMPLOYEE RELATIONSHIP; *ROLE PERCEPTION

ABSTRACT - THE AUTHOR HAS DEVELOPED WHAT HE TERMS AN INTERPERSONAL POWER PROFILE, A METHOD OF MEASURING RELATIONSHIPS BY SCALING THEIR INTERSECTING ROLE PREFERENCES OR ROLE PRESSURES FROM THE PERSPECTIVE OF THE INTERACTIONS OF SUPERORDINATES AND SUBORDINATES. THE "INTERSECTIONS" OR RELATIONSHIPS TRAITS ARE DEFINED IN TERMS OF GOING TRANSACTIONS OF POWER AND OBLIGATIONS AND THE INHERENT PRESSURES TOWARD ORGANIZED CHANGE. PROCEDURES FOR USING THE METHOD ARE OUTLINED IN THE PAPER. (MF)

VT 101 907
SWENEY, ARTHUR B.
GUIDELINES FOR MOTIVATIONAL MANAGEMENT.

WICHITA STATE UNIV., KANS. CENTER FOR HUMAN APPRAISAL.
AIR FORCE OFFICE OF SCIENTIFIC RESEARCH, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 75 27P.; PAPER PREPARED FOR PRESENTATION TO DAVIS MANUFACTURING CO., SPRING 1975.

DESCRIPTORS - *MANAGEMENT; *MOTIVATION TECHNIQUES; POWER STRUCTURE; EMPLOYER EMPLOYEE RELATIONSHIP; *WORK ATTITUDES; *BEHAVIOR CHANGE

ABSTRACT - THE FAILURE OF OUR PAST CONCEPTS OF SYSTEMS TO MEET THE DEMANDS OF THE COMPLEX INTERPERSONAL RELATIONSHIPS PROVIDED BY WORK ARE INDICATIONS THAT THERE IS A NEED FOR NEW PRINCIPLES AND NEW GUIDELINES FOR MOTIVATING MANAGEMENT IN MOTIVATING WORKERS. THIS PAPER IS DIRECTED TOWARD ILLUSTRATING HOW THE MOTIVATIONAL RECRUITMENT MODEL, DEVELOPED BY THE AUTHOR, PROVIDES SOME SLIGHTLY DIFFERENT VIEWPOINTS. IT EVEN QUESTIONS WHETHER MAXIMIZING MOTIVATION IS NOT DETRIMENTAL AND THAT OPTIMIZING MOTIVATION MAY LEAD TO ELIMINATING IT AS AN IMPORTANT CONSIDERATION IN EVOKING BEHAVIOR. PRINCIPLES ARE PRESENTED FOR LOWERING THE BEHAVIOR THRESHOLD IN ORDER TO ELICIT ACTIONS WHICH CONDUCT THE TASK. THE CONCEPT OF EITHER INTRINSIC OR EXTRINSIC INCENTIVES MAY SERVE TO EVALUATE THE THRESHOLD FOR BEHAVIOR AND HENCE LEAD TO EXCESSIVE DEPENDENCY UPON MOTIVATION AS A BASIS FOR BEHAVIOR. (AUTHOR/MF)

VT 101 908
SWENEY, ARTHUR B.
LET'S TAKE THE MANIPULATION OUT OF MANAGEMENT.

WICHITA STATE UNIV., KANS. CENTER FOR HUMAN APPRAISAL.
AIR FORCE OFFICE OF SCIENTIFIC RESEARCH, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - MAR74 20P.; PAPER PROPOSED FOR SOUTHWEST ACADEMY OF MANAGEMENT, DALLAS, TEXAS, MARCH

1974.

DESCRIPTORS - *MANAGEMENT; *MOTIVATION; EVALUATION; REWARDS; EMPLOYER EMPLOYEE RELATIONSHIP; ORGANIZATIONAL CLIMATE; *POWER STRUCTURE; LEADERSHIP

ABSTRACT - THE PAPER PRESENTS SOME NEW MODELS FOR VIEWING MANAGEMENT AND MOTIVATION. INTRINSIC MOTIVATION AND THE NEEDS FOR EXTRINSIC REWARDS ARE VIEWED AS INTERRELATED QUALITIES BASED UPON INDIVIDUALIZED MOTIVATIONAL HIERARCHIES. THE ROLES FOUND IN THE RESPONSE-TO-POWER-MODEL ARE REDEFINED IN TERMS OF THEIR ASSUMPTIONS CONCERNING THE NEED FOR EXTRINSIC MOTIVATION. AUTHORITARIAN AND PERMISSIVE SUPERORDINATES AND REBEL AND INGRATIATING SUBORDINATES ALL ASSUME THAT THE PRIMARY FOCUS OF THEIR ORGANIZATION RELATIONSHIP IS THE MANIPULATION OF THEIR COUNTERPART. THE EQUALITARIAN AND CRITIC PERCEIVE MANIPULATION TO BE DYSFUNCTIONAL. A NUMBER OF PROCESSES ARE SUGGESTED FOR REMOVING MANIPULATION FROM THE MANAGEMENT SYSTEM. (AUTHOR/MF)

VT 101 909
SWENEY, ARTHUR B.
THE EVALUATION PROCESS IN EDUCATION: COMMUNICATION OR CONTROL.

WICHITA STATE UNIV., KANS. CENTER FOR HUMAN APPRAISAL.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - MAR75 20P.; PAPER ACCEPTED FOR SOUTHWEST ACADEMY OF MANAGEMENT FUTURISTIC CONCEPTS IN TEACHING, HOUSTON, TEXAS, MARCH 6-7, 1975.

DESCRIPTORS - PROFILE EVALUATION; *MEASUREMENT INSTRUMENTS; *EVALUATION METHODS; *STUDENT EVALUATION; *TEACHER EVALUATION; *STUDENT TEACHER RELATIONSHIP; INTERCOMMUNICATION

ABSTRACT - WHETHER STUDENTS SHOULD EVALUATE FACULTY OR EVEN FACULTY UNQUESTIONINGLY CONTINUE TO EVALUATE STUDENTS MUST BE LOOKED UPON IN THE BROADER CONTEXT OF OBJECTIVES AND PURPOSES. EVALUATION IS SUBJECTIVE AND JUDGMENTAL IMPLYING A UNITARY VALUE SYSTEM. DESCRIPTION PROVIDES REAL INFORMATION WHICH HAS NOT BEEN DISTORTED BY THE PERCEIVERS' OWN NEED SYSTEMS. THE LEARNING ENCOUNTER MEASURE WAS FACTORIED AND AVERAGE FACTOR SCORES FOR VARIOUS ACADEMIC GROUPS WERE OBTAINED. IT COULD BE SEEN THAT EACH GROUP WOULD APPROACH THE PROCESS OF EVALUATING THEIR PROFESSORS FROM A DIFFERENT VALUE POSITION AND HENCE A DIFFERENT SET OF BIASES. IT IS SUGGESTED, THEREFORE, THAT THE NEEDS FOR COMMUNICATION WOULD BETTER BE MET BY A PROCESS WHICH WAS PATENTLY DESCRIPTIVE WITHOUT THE DISTORTION PROVIDED BY THE EVALUATION SET. (AUTHOR)

VT 101 910
SWENEY, ARTHUR B., AND OTHERS
PROJECTIVE MEASURES OF INTERPERSONAL RELATIONSHIPS AND ATTITUDES TOWARD THE AIR FORCE.

WICHITA STATE UNIV., KANS. CENTER FOR HUMAN APPRAISAL.
AIR FORCE OFFICE OF SCIENTIFIC RESEARCH, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 74 20P.; PAPER PROPOSED TO APA CONVENTION, DIVISION 19, 1974.

DESCRIPTORS - *INTERPERSONAL RELATIONSHIP; MILITARY PERSONNEL; *WORK ATTITUDES; *ATTITUDE TESTS; *PROJECTIVE TESTS; GROUP DYNAMICS

ABSTRACT - REENLISTEES AND DEENLISTEES FROM A MISSILE WING WERE COMPARED BY THEIR RESPONSES ON AN OBJECTIVE, SCORE PROJECTIVE INSTRUMENT FOR MEASURING UNCONSCIOUS ATTITUDES TOWARD INDIVIDUALS AND THE AIR FORCE. THE REENLISTMENT GROUP WERE FOUND TO HOLD MORE POSITIVE ATTITUDES TOWARD THEMSELVES AND OTHERS THAN DID THE DEENLISTMENT GROUP. THEY SEEMED TO BE CEMENTING THEIR MARRIAGES BY STAYING, WHILE THE DEENLISTMENT GROUP SEEMED TO CLOSE THEIR COURSE OF ACTION TO HELP THEIR MARRIAGES.

OTHER DYNAMIC DIFFERENCES SUGGEST THAT THE REENLISTMENT GROUP IS USING THE AIR FORCE AS A SUBSTITUTE FOR PARENTS WHILE THE OTHER GROUP ASSOCIATE THE AIR FORCE WITH THE NEGATIVE FEELINGS WHICH THEY DIRECT TOWARD PARENTAL AUTHORITY. (AUTHOR)

VT 101 911
SWENEY, ARTHUR P., AND OTHERS
AN INTEGRATIVE FACTOR ANALYSIS OF LEADERSHIP MEASURES AND THEORIES.

WICHITA STATE UNIV., KANS. CENTER FOR HUMAN APPRAISAL.
AIR FORCE OFFICE OF SCIENTIFIC RESEARCH, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 74 19P.; PAPER PROPOSED TO APA CONVENTION, DIVISION 14, 1974.

DESCRIPTORS - *LEADERSHIP STYLES; *STUDENT OPINION; EVENING STUDENTS; PSYCHOMETRICS; FACTOR ANALYSIS; ROLE PERCEPTION

ABSTRACT - A SAMPLE OF 103 EMPLOYED EVENING STUDENTS WERE GIVEN A BATTERY OF INSTRUMENTS DESIGNED TO MEASURE A WIDE VARIETY OF LEADERSHIP INSTRUMENTS. IN SPITE OF THE INTENDED HOMOGENEITY AND CONSTRAINTS ON VARIOUS SPACE, ONE-THIRD AS MANY FACTORS AS VARIABLES EMERGED INDICATING MUCH GREATER COMPLEXITY TO THE AREAS THAN ORIGINALLY ASSUMED. AS ALL OF THE MODELS ASSUMED TWO OR THREE INDEPENDENT ROLES OR TYPES OF LEADERSHIP, IT WOULD SEEM THAT ALL OF THEM ARE NAIVELY OVERSIMPLIFIED. ALTHOUGH THE 11 FACTORS WERE READILY INTERPRETED, THEY HAD TO BE RELATED TO SPECIFIC MODELS OR INSTRUMENTS RATHER THAN UNIVERSAL PRINCIPLES. THIS SUGGESTS THAT UNTIL AN ITEM-BY-ITEM FACTOR ANALYSIS IS POSSIBLE, THE CONSTRUCTS FROM THESE LEADERSHIP MODELS WILL HAVE TO BE RETAINED AS SEPARATE AND INDEPENDENT CONCEPTS. (AUTHOR)

VT 101 912
HUMAN AND COMPUTER ASSISTED CAREER ACHIEVEMENT SKILLS PROGRAM (FORMERLY CCEM COMPUTER ASSISTED GUIDANCE PROGRAM). PHASE III REPORT.

PONTIAC CITY SCHOOL DISTRICT, MICH.
MICHIGAN STATE DEPT. OF EDUCATION, LANSING.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-72-0749
PUB DATE - JUL74 510P.; RELATED DOCUMENTS IN THIS ISSUE UNDER VT NUMBERS 101 805, 101 806, 101 807, 101 808 AND 101 913.

DESCRIPTORS - *ELEMENTARY SECONDARY EDUCATION; *FORMATIVE EVALUATION; *SUMMATIVE EVALUATION; *RESEARCH PROJECTS; *CAREER EDUCATION; CAREER PLANNING; TRAINING; DELIVERY SYSTEMS; SKILL DEVELOPMENT
IDENTIFIERS - CAST; CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM; PONTIAC; MICHIGAN

ABSTRACT - THE FOCUS OF THE CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM (CAST) WAS TO DELIVER CAREER ACHIEVEMENT SKILLS TO SELECTED K-12 STUDENTS. THIS PHASE III REPORT COVERS PROGRAM DESCRIPTION, EVALUATION, AND MAJOR FINDINGS OF THE CAST PROGRAM AS OF JULY 1974. THE PROGRAM DESCRIPTION SECTION PRESENTS BACKGROUND INFORMATION REGARDING THE COMMUNITY AND SCHOOL DISTRICT IN WHICH THE PROGRAM WAS DEVELOPED. PHASE I AND II PROGRAM DESCRIPTIONS ARE ALSO INCLUDED TO GIVE A BRIEF OVERVIEW OF THE PROGRAM UP TO PHASE III. THE GOALS OF PHASE III ARE DISCUSSED IN AN INTRODUCTION TO THAT PHASE AND THE COMPONENTS OF PEOPLE, PROGRAMS, AND ORGANIZATION OF CAST IS DESCRIBED. THE PROGRAM EVALUATION SECTION INCLUDES ALL OF THE FORMATIVE AND SUMMATIVE DATA COLLECTED, ANALYZED, AND INTERPRETED FOR THIS PROJECT. THE MAJOR FINDINGS SECTION INCLUDES A SUMMARY OF MAJOR FINDINGS OF PHASE III, APPLICATIONS OF THESE FINDINGS FOR OTHER PROJECTS, AND IMPLICATIONS FOR FURTHER RESEARCH. EXTENSIVE APPENDIXES PRESENT MATERIALS USED DURING THE PROJECT. (AUTHOR/LJ)

VT 101 913

COMPUTER ASSISTED OCCUPATIONAL SEARCH TECHNICAL REPORT. PART OF THE CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM.

PONTIAC CITY SCHOOL DISTRICT, MICH. MICHIGAN STATE DEPT. OF EDUCATION, LANSING.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-72-0749
PUB DATE - JUN74 51P.; RELATED DOCUMENTS IN THIS ISSUE UNDER VT NUMBERS 101 805, 101 806, 101 807, 101 808 AND 101 912.

DESCRIPTORS - *CAREER EDUCATION; *SELF EVALUATION; *COMPUTER ASSISTED INSTRUCTION; *PILOT PROJECTS; SKILL DEVELOPMENT
IDENTIFIERS - CAST; CAOS; CAREER ACHIEVEMENT SKILLS TRAINING PROJECT; COMPUTER ASSISTED OCCUPATIONAL SEARCH

ABSTRACT - THE PURPOSES OF THIS COMPUTER ASSISTED OCCUPATIONAL SEARCH (CAOS) TECHNICAL REPORT ARE DESCRIBED IN THE FOLLOWING OBJECTIVES WHICH ARE TO PROVIDE THE READER WITH: (1) A SUMMARY OF WHY AND HOW CAOS WAS DEVELOPED AND PILOTED, (2) AN UNDERSTANDING OF THE OUTCOMES OF THAT PILOT, (3) SOME GENERAL CONCLUSIONS AND SUGGESTIONS FOR USE OF CAOS, AND (4) A DESCRIPTION OF THE CAOS SYSTEM DOCUMENTATION. APPENDED TO THIS PUBLICATION IS A COPY OF THE FINAL JUNIOR HIGH SCHOOL VERSION OF CAOS AND A DESCRIPTION OF CAOS STUDENT PRINTOUT. (AUTHOR/LJ)

VT 101 914

BRAATEN, LARRY; MILLER, ANNETTE

SEMIANNUAL REPORT ON STATE RESEARCH COORDINATING UNIT ACTIVITIES FOR THE PERIOD JANUARY 1, 1974 - JUNE 30, 1974.

BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C. DIV. OF RESEARCH AND DEMONSTRATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NOV74 151P.

DESCRIPTORS - *RESEARCH COORDINATING UNITS; *EDUCATIONAL RESEARCH; *RESEARCH PROJECTS; *STATE PROGRAMS; *VOCATIONAL EDUCATION

ABSTRACT - THE NINTH IN A SERIES, THIS REPORT SUMMARIZES RESEARCH ACTIVITIES OF THE STATE RESEARCH COORDINATING UNITS (RCU'S) DURING THE SECOND HALF OF THE 1974 FISCAL YEAR. THE PURPOSE OF THE REPORT IS TO FACILITATE EXCHANGE OF INFORMATION AND REDUCE DUPLICATION OF EFFORT AMONG THE STATES BY PROVIDING AWARENESS OF THE RESEARCH AND DEVELOPMENT ACTIVITIES OF OTHER STATES. THE SEMIANNUAL REPORT IS A COMPILATION OF STATE RESEARCH ACTIVITY REPORTS COVERING THE THIRD AND FOURTH QUARTERS OF FISCAL YEAR 1974. (AUTHOR/MF)

VT 101 915

HOYT, KENNETH B.

AN INTRODUCTION TO CAREER EDUCATION: A POLICY PAPER OF THE U. S. OFFICE OF EDUCATION.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
DHEW-PUB-(OE)-75-00504
PUB DATE - 75 45P.

DESCRIPTORS - *CAREER EDUCATION; *EDUCATIONAL POLICY; *PUBLIC POLICY; DEFINITIONS; CONCEPT FORMATION; *EDUCATIONAL CHANGE
IDENTIFIERS - EDUCATION AMENDMENTS OF 1974

ABSTRACT - INTENDED TO ASSIST STATE EDUCATION AGENCIES AND LOCAL SCHOOL SYSTEMS IN DEVELOPING AND EXPANDING THEIR OWN CONCEPTS OF CAREER EDUCATION, THIS BOOKLET DESCRIBES THE UNITED STATES OFFICE OF EDUCATION'S INTERPRETATION OF THE HEALTH, EDUCATION, AND WELFARE POLICY ON CAREER EDUCATION. ITS CONTENT IS ALSO CONSISTENT WITH THE PROVISIONS OF SECTION 406 OF THE EDUCATION AMENDMENTS OF 1974, WHICH PROVIDES THE FIRST OFFICIAL CONGRESSIONAL ENDORSEMENT OF CAREER EDUCATION. THE CONTENTS ARE ORGANIZED AROUND THE FOLLOWING MAIN HEADINGS: (1) CONDITIONS CALLING

FOR EDUCATIONAL REFORM, (2) ANSWERING THE CALL FOR EDUCATIONAL REFORM: THE RATIONALE OF CAREER EDUCATION, (3) A GENERIC DEFINITION OF CAREER EDUCATION, (4) BASIC CONCEPT ASSUMPTIONS OF CAREER EDUCATION, (5) PROGRAMMATIC ASSUMPTIONS OF CAREER EDUCATION, (6) CAREER EDUCATION TASKS: INITIAL IMPLEMENTATION, (7) LEARNER OUTCOMES FOR CAREER EDUCATION, AND (8) BASIC EDUCATIONAL CHANGES CHAMPIONED BY CAREER EDUCATION. THE APPENDED EXPLANATORY AND INTERPRETIVE STATEMENT ILLUSTRATES THE HIGH DEGREE OF CONSENSUS THAT NOW APPEARS TO EXIST AMONG CAREER EDUCATION LEADERS AT ALL LEVELS. (AUTHOR/LJ)

VT 101 916
MCCAGE, RONALD D., ED.; ROCCO, BARBARA, ED.
PROCEEDINGS, NATIONAL RCU PERSONNEL CONFERENCE: THE SCORE AFTER NINE--1965-1974 (9TH, SCOTTSDALE, ARIZONA, MARCH 18-21, 1974).

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 75 169P.; DOCUMENT INCLUDES ABSTRACTS OF OUTSTANDING RESEARCH ACTIVITIES CONDUCTED BY STATE RESEARCH COORDINATING UNITS PREPARED FOR TENTH ANNUAL NATIONAL RCU PERSONNEL CONFERENCE, DENVER, COLORADO, MARCH 16-19, 1975.

DESCRIPTORS - CONFERENCE REPORTS; *RESEARCH COORDINATING UNITS; *EDUCATIONAL RESEARCH; CURRICULUM RESEARCH; VOCATIONAL EDUCATION; *RESEARCH PROJECTS; *ABSTRACTS; EDUCATIONAL ADMINISTRATION

ABSTRACT - THIS PROCEEDINGS DOCUMENT WAS PREPARED AS A FOLLOWUP TO THE NINTH ANNUAL NATIONAL RESEARCH COORDINATING UNIT (RCU) PERSONNEL CONFERENCE ENTITLED "THE SCORE AFTER NINE — 1965-1974" HELD IN SCOTTSDALE, ARIZONA ON MARCH 18-21, 1974. THE THEME OF THE CONFERENCE CENTERED AROUND OUTSTANDING RESEARCH AND CURRICULUM ACTIVITIES CONDUCTED BY STATE RCU'S PRIOR TO THE CONFERENCE. THIS PUBLICATION IS AN EXPANDED OVERVIEW OF THE CONFERENCE PROGRAM. IN ADDITION TO THE MATERIAL ON THE NINTH CONFERENCE, HALF OF THE DOCUMENT IS COMPRISED OF ABSTRACTS OF RCU RESEARCH PROJECTS PREPARED FOR THE TENTH ANNUAL NATIONAL RCU PERSONNEL CONFERENCE, HELD IN DENVER, COLORADO ON MARCH 16-19, 1975. THE THEME OF THIS CONFERENCE IS "VOCATIONAL EDUCATION RESEARCH MANAGEMENT." (AUTHOR/MF)

VT 101 917
CLEMMONS, JESSE S.
ROLES AND OBJECTIVES OF STATE RESEARCH COORDINATING UNITS AS PERCEIVED BY RCU DIRECTORS AND STATE DIRECTORS OF VOCATIONAL EDUCATION.

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 75 25P.; PAPER PRESENTED AT THE NATIONAL CONFERENCE OF RESEARCH COORDINATING UNIT PERSONNEL, DENVER, COLORADO, MARCH 17, 1975.

DESCRIPTORS - *ROLE PERCEPTION; *RESEARCH COORDINATING UNITS; *VOCATIONAL DIRECTORS; STATE DEPARTMENTS OF EDUCATION; *AGENCY ROLE; *ADMINISTRATOR ROLE; COMPARATIVE ANALYSIS; NATIONAL SURVEYS; DATA COLLECTION; RESEARCH PROJECTS

ABSTRACT - THE RESEARCH OBJECTIVE WAS TO DESCRIBE THE ROLES AND OBJECTIVES OF THE RESEARCH COORDINATING UNITS (RCU'S) AS PERCEIVED BY RCU DIRECTORS OPERATING IN VARIOUS ADMINISTRATIVE SETTINGS AND TO COMPARE THEIR PERCEPTIONS WITH THOSE OF STATE DIRECTORS OF VOCATIONAL EDUCATION. AN INSTRUMENT WAS PREPARED AND DISTRIBUTED TO THE TWO CATEGORIES OF DIRECTORS IN THE 50 STATES TO COLLECT DESCRIPTIVE DATA CONCERNING RCU'S, TO ELICIT OPINIONS AS TO THE RCU'S OBJECTIVES, AND TO IDENTIFY THE ROLE OF THE RCU. THE RCU OBJECTIVES USED IN THE INSTRUMENT WERE TAKEN FROM THE INSTRUMENT USED IN THE 1969 GOLDHAMMER STUDY OF RCU'S. RESULTS OF THE STUDY ARE DETAILED IN THE PAPER. FINDINGS INCLUDED THE FACT THAT MANY RCU'S HAVE BEEN ADMINISTRATIVELY

RELOCATED SINCE 1966. WHILE 57 PERCENT OF RCU'S WERE WITHIN STATE DEPARTMENTS OF EDUCATION IN 1966, THIS FIGURE HAD RISEN TO 86 PERCENT IN 1974. MORE THAN HALF OF ALL RCU'S ADMINISTERED THE STATE SHARE OF EXEMPLARY FUNDS. BOTH RCU AND STATE DIRECTORS PROJECTED GREATER LEVELS OF ROLE RESPONSIBILITY THAN THEY PERCEIVED WERE ACTUALLY OCCURRING FOR RCU'S ADMINISTRATIVELY LOCATED WITHIN THE STATE DEPARTMENTS. NO CHANGE IN DEGREE OF RESPONSIBILITY WAS PROJECTED FOR RCU'S OUTSIDE THE STATE DEPARTMENT. BOTH CATEGORIES OF DIRECTORS ALSO ASSIGNED RELATIVELY EQUAL RANKS TO A LIST OF 15 RCU OBJECTIVES. (MF)

VT 101 918
RESEARCH PRIORITIES IN POST SECONDARY VOCATIONAL, TECHNICAL AND ADULT EDUCATION IN WISCONSIN FOR 1975-1977.

WISCONSIN STATE BOARD OF VOCATIONAL, TECHNICAL, AND ADULT EDUCATION, MADISON. RESEARCH COORDINATING UNIT.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - FEB75 35P.

DESCRIPTORS - *RESEARCH NEEDS; *EDUCATIONAL RESEARCH; *POST SECONDARY EDUCATION; *STATE SURVEYS; *VOCATIONAL DIRECTORS; ADMINISTRATOR ATTITUDES
IDENTIFIERS - *WISCONSIN

ABSTRACT - THE PURPOSE OF THIS STUDY WAS TO DETERMINE PRIORITY AREAS FOR RESEARCH IN WISCONSIN'S POSTSECONDARY VOCATIONAL, TECHNICAL, AND ADULT EDUCATION SYSTEM FOR FISCAL YEARS 1975-1977. A 45-ITEM, FIVE-POINT LIKERT-TYPE QUESTIONNAIRE WAS DEVELOPED AND MAILED TO APPROXIMATELY 500 DISTRICT ADMINISTRATIVE AND SUPERVISORY STAFF AND THE 360 RETURNS WERE PROCESSED AND TABULATED. IT WAS FOUND THAT THE TOP 10 PRIORITIES BASED ON TOTAL STATE DATA ARE: (1) LABOR MARKET REQUIREMENTS, (2) DETERMINING PERFORMANCE LEVELS OF COMPETENCIES FOR JOB ENTRY, (3) ASSESSMENT OF VOCATIONAL, TECHNICAL, AND ADULT EDUCATION NEEDS, (4) OPEN ENTRY/OPEN EXIT EDUCATION, (5) STUDENT ATTRITION/WITHDRAWALS, (6) STUDENT PLACEMENT, (7) COUNSELING ADULTS, (8) EMERGING TECHNOLOGIES INTO PROGRAMS, (9) COST-BENEFIT STUDIES OF PROGRAMS, AND (10) BARRIERS TO ENROLLMENT IN PROGRAMS. FINDINGS CAN BE USED BY ADMINISTRATORS, RESEARCHERS, AND PROJECT REVIEW COMMITTEES. (AUTHOR/MF)

VT 101 919
OUTREACH FOR URBAN INNER CITY YOUTH. FINAL REPORT, VOLUME I.

METROPOLITAN JUNIOR COLL. DISTRICT, KANSAS CITY, MO.; KANSAS CITY SCHOOL DISTRICT, MO.
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-71-1389(361)
PUB DATE - 31JAN75 296P.

DESCRIPTORS - *DEVELOPMENTAL PROGRAMS; *CAREER EDUCATION; *INNER CITY; URBAN SCHOOLS; *MOBILE EDUCATIONAL SERVICES; JOB PLACEMENT; OCCUPATIONAL INFORMATION; INSERVICE TEACHER EDUCATION
IDENTIFIERS - *PROJECT OUTREACH; KANSAS CITY; MISSOURI

ABSTRACT - THE FINAL REPORT ON PROJECT OUTREACH FOR INNER CITY YOUTH COVERS THE PERIOD FROM JUNE 14, 1971 TO DECEMBER 31, 1974. THE GOAL OF THE PROJECT WAS TO ASSIST URBAN INNER-CITY YOUTH TO ACHIEVE A SATISFACTORY RELATIONSHIP TO THE WORLD OF WORK. TWO CAREER EDUCATION APPROACHES WERE USED, A SCHOOL MODEL AND A HOME/COMMUNITY MODEL. THE SCHOOL MODEL INCLUDED SEVERAL PUBLIC AND NON-PUBLIC ELEMENTARY AND SECONDARY SCHOOLS AND A PUBLIC COMMUNITY COLLEGE. THE HOME/COMMUNITY APPROACH WAS BASED ON THE CAREER EDUCATION SERVICES OFFERED BY THE COMMUNITY COLLEGE'S MOBILE COUNSELING UNIT. INSERVICE TRAINING OF CLASSROOM TEACHERS WAS EMPHASIZED, AUDIOVISUAL EQUIPMENT

AND SOFTWARE WERE ACQUIRED, AND TEACHER-PREPARED RESOURCE UNITS WERE DISTRIBUTED. IT WAS CONCLUDED THAT THE PROJECT DEMONSTRATED THE FEASIBILITY OF ESTABLISHING CAREER EDUCATION IN THE TRADITIONAL K-12 SCHOOL ORGANIZATION AND IN THE OFF-CAMPUS COMMUNITY SETTING. APPENDIXES PRESENTED A BIBLIOGRAPHY, LAYOUT OF THE MOBILE UNIT, AND VARIOUS PROJECT MATERIALS. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 537 (ARM VOL. 7, NO. 3) AND VT 100 936 (ARM VOL. 7, NO. 5), AND AS VT 101 920 IN THIS VOLUME. (MF)

VT 101 920
EVALUATION OF PROJECT OUTREACH FOR URBAN INNER-CITY YOUTH. FINAL REPORT, VOLUME II.

MISSOURI UNIV., COLUMBIA. CENTER FOR EDUCATIONAL IMPROVEMENT.
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-71-1389(361)
PUB DATE - JAN75 103P.

DESCRIPTORS - *PROGRAM EVALUATION; *DEVELOPMENTAL PROGRAMS; *CAREER EDUCATION; *INNER CITY; URBAN SCHOOLS; *MOBILE EDUCATIONAL SERVICES; JOB PLACEMENT; TEACHER WORKSHOPS; QUESTIONNAIRES
IDENTIFIERS - *PROJECT OUTREACH; KANSAS CITY; MISSOURI

ABSTRACT - THE EVALUATION FINAL REPORT FOR PROJECT OUTREACH FOR INNER CITY YOUTH STUDIES SIX MAJOR ACTIVITIES OF THE PROGRAM: SUPERVISION AND ADMINISTRATION, ORGANIZATIONAL PLAN, ELEMENTARY PROGRAM, SECONDARY PROGRAM, JUNIOR COLLEGE, AND MOBILE COUNSELING UNIT. TASK RESPONSIBILITIES IN EVALUATING PROJECT ACTIVITIES INCLUDED ORGANIZING JOB DESCRIPTIONS TO PERMIT DATA TO BE USED TO ANSWER THE EVALUATION QUESTIONS, DEVELOPING AND COMPILING DATA FROM TEACHER AND STUDENT QUESTIONNAIRES TO DETERMINE UTILIZATION AND OPINIONS OF PRINTED AND INSTRUCTIONAL MATERIALS, A STUDENT QUESTIONNAIRE TO DETERMINE OPINIONS OF PRINTED AND INSTRUCTIONAL MATERIALS, A STUDENT QUESTIONNAIRE TO DETERMINE OPINIONS OF THE TRAINING PROGRAM, AND A RESIDENT QUESTIONNAIRE TO DETERMINE RESIDENTS' ATTITUDES TOWARD THE MOBILE VAN. THE QUESTIONNAIRES AND DATA COLLECTED ARE APPENDED. THE FINAL REPORT ON THIS PROJECT IS AVAILABLE AS VT 101 919 IN THIS ISSUE. (MF)

VT 101 921
BANKS, JOHN C.
AN INVESTIGATION OF THE INTERACTION OF LEARNING STYLES AND TYPES OF LEARNING EXPERIENCES IN VOCATIONAL-TECHNICAL EDUCATION. FINAL REPORT.

WISCONSIN UNIV. - STOUT, MENOMONIE. CENTER FOR VOCATIONAL, TECHNICAL AND ADULT EDUCATION.; FOX VALLEY TECHNICAL INST., APPLETON, WIS.
WISCONSIN STATE BOARD OF VOCATIONAL, TECHNICAL, AND ADULT EDUCATION, MADISON.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUN73 150P.

DESCRIPTORS - *LEARNING EXPERIENCE; *INTERACTION; *LEARNING PROCESSES; *LEARNING ACTIVITIES; VOCATIONAL EDUCATION; TECHNICAL INSTITUTES; COLLEGE STUDENTS; *STUDENT ATTITUDES; SURVEYS; PILOT PROJECTS

ABSTRACT - DURING THE PAST FEW YEARS FOX VALLEY TECHNICAL INSTITUTE HAS BEEN ENGAGED IN A NUMBER OF CURRICULUM MODIFICATIONS WHEREBY INSTRUCTIONAL MATERIALS FOR A NUMBER OF DIFFERENT PROGRAMS WERE REORGANIZED INTO INDIVIDUALIZED EXPERIENCES. AN INVESTIGATION OF LEARNING STYLES WAS UNDERTAKEN TO PROVIDE SUPPORTIVE DATA TO IMPROVE LEARNING SYSTEMS, ESPECIALLY AS THOSE SYSTEMS RELATE TO INDIVIDUALIZED INSTRUCTION. A LEARNING STYLES ATTITUDINAL SURVEY WAS ADMINISTERED TO STUDENTS AT THE INSTITUTE AND AT THE UNIVERSITY OF WISCONSIN-STOUT TO PROVIDE DATA ON THE RELATION BETWEEN THEIR LEARNING STYLES AND THEIR CURRENT PROGRAMS OF STUDY. TWO LEARNING STYLE CONTINUUMS RELEVANT TO VOCATIONAL

AND TECHNICAL EDUCATION PROGRAMS WERE IDENTIFIED, THE CONCRETE/SYMBOLIC AND THE STRUCTURED/UNSTRUCTURED. A REVISED QUESTIONNAIRE, BASED ON DATA FROM THE PILOT INSTRUMENT, WAS READMINISTERED TO GROUPS OF STUDENTS AT THE TWO SCHOOLS. THE RESULTING DATA, PRESENTED IN THIS REPORT, INDICATE THAT THE FINAL INSTRUMENT CAN DETERMINE AN INDIVIDUAL'S LEARNING STYLE AND PROVIDE INFORMATION TO THE TEACHER FOR INDIVIDUALIZED INSTRUCTION AND ACTIVITIES. THE VARIANCE OF SCORES WITHIN GROUPS SUGGESTS THE NEED TO OFFER ALTERNATIVE LEARNING AND TEACHING MODES WITHIN CLASSES AND PROGRAMS. (MF)

VT 101 922
MYERS, KEITH R.
AN APPRAISAL OF GROUP PROJECT EFFECTIVENESS IN VOCATIONAL SUBJECTS CONDUCTED AS A PART OF THE GRADUATE STUDENT RESEARCH GRANT, PROJECT NO. 19-151-223. FINAL REPORT.

WISCONSIN UNIV. - STOUT; MENOMONIE. CENTER FOR VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
WISCONSIN STATE BOARD OF VOCATIONAL, TECHNICAL, AND ADULT EDUCATION, MADISON.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - AUG74 94P.

DESCRIPTORS - RESEARCH PROJECTS; *GROUP ACTIVITIES; VOCATIONAL EDUCATION; *PEER RELATIONSHIP; *LEARNING EXPERIENCE; HIGH SCHOOLS; TECHNICAL INSTITUTES; PRETESTING; POST TESTING

ABSTRACT - THE STUDY WAS UNDERTAKEN TO APPRAISE THE EFFECTIVENESS OF GROUP PROJECT ACTIVITY IN THE ACQUISITION OF VOCATIONAL SKILLS AND COMPETENCE. DATA WERE COLLECTED FROM A NUMBER OF SCHOOLS WITHIN THE STATES OF WISCONSIN AND MINNESOTA THAT WERE IDENTIFIED AS USING GROUP PROJECT ACTIVITY IN TEACHING VOCATIONALLY-ORIENTED SUBJECTS. PARTICIPANTS IN THE STUDY, TEACHERS AND STUDENTS INVOLVED IN GROUP ACTIVITIES, WERE ADMINISTERED QUESTIONNAIRES DEALING WITH THE OBJECTIVES OF THE STUDY. PERSONAL VISITS SUPPLEMENTED THE QUESTIONNAIRES. IT WAS FOUND THAT GROUP PROJECT ACTIVITY IN VOCATIONAL EDUCATION PROVIDES A MEANINGFUL AND PRODUCTIVE ROUTE IN THE PREPARATION OF THE INDIVIDUAL FOR GAINFUL EMPLOYMENT. GROUP PROJECT ACTIVITY ALLOWS NOT ONLY THE TEACHING AND LEARNING OF SPECIFIC SKILLS BUT ALSO THE ACQUISITION OF KNOWLEDGE AND EXPERIENCES IN SOCIAL INTERACTION AND PARTICIPATION. LEARNING WITHIN A GROUP PROJECT ACTIVITY DOES TAKE PLACE AND PROVIDES FOR UNIQUENESS AND PALATABILITY THAT ENHANCES THE DESIRE TO LEARN. GROUP INVOLVEMENT AND PEER INTERACTION PLAY A SIGNIFICANT ROLE IN DETERMINING THE SUCCESS OF THE GROUP ACTIVITY. THE QUESTIONNAIRES AND OTHER MATERIALS ARE INCLUDED IN THE REPORT. (AUTHOR/MF)

VT 101 923
NICHOLS, CHARLES F., AND OTHERS
CAREER EDUCATION FOR REGION XII TO DEVELOP AND IMPLEMENT A CAREER EDUCATION CURRICULUM, 1-14 IN ELEVEN SCHOOL DISTRICTS, THE HAZARD VOCATIONAL SCHOOL AND HAZARD COMMUNITY COLLEGE. EVALUATION REPORT.

SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS, ATLANTA, GA. COMMISSION ON OCCUPATIONAL EDUCATION AND INSTITUTIONS.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 30P.; SEE RELATED DOCUMENTS VT 101 924 AND VT 101 925 IN THIS ISSUE.

DESCRIPTORS - *CAREER EDUCATION; *PROGRAM DEVELOPMENT; *PROGRAM EVALUATION; INSERVICE PROGRAMS; CURRICULUM DEVELOPMENT; GUIDANCE PROGRAMS; *SCHOOL DISTRICTS; COMMUNITY COLLEGES; VOCATIONAL SCHOOLS; SCHOOL VISITATION
IDENTIFIERS - *KENTUCKY VALLEY EDUCATIONAL COOPERATIVE; HAZARD

ABSTRACT - REGION XII, THE KENTUCKY VALLEY EDUCATIONAL COOPERATIVE AT HAZARD, IS COMPOSED OF AN EIGHT-

COUNTY AREA CONSISTING OF 11 SCHOOL DISTRICTS WITH 132 SCHOOLS. OBJECTIVES OF THE FIRST YEAR PROJECT FROM FEBRUARY 1, 1973 TO JANUARY 31, 1974 WERE TO ORIENT THE VARIOUS GROUPS OF SCHOOL PERSONNEL TO A CAREER EDUCATION PROGRAM, TO PROVIDE WORKSHOP TRAINING FOR SELECTED TEACHERS AND ADMINISTRATORS, TO PROVIDE INSERVICE ORIENTATION TO CAREER EDUCATION FOR ALL PERSONNEL, TO SUPPORT WORKSHOP PARTICIPANTS BY ASSISTING COORDINATORS IN THE LOCAL EDUCATION AGENCIES, AND TO EVALUATE THE IMPACT OF THE FIRST-YEAR PROGRAM. IN ADDITION, THE SECOND-YEAR PROPOSAL AIMED AT PROVIDING TRAINING AND SUPPORT FOR LOCAL EDUCATION AGENCY STAFF IN DEVELOPING CLUSTER UNITS TO BE TAUGHT DURING THE SCHOOL YEAR 1974-75 AND TO CONTINUE TO WORK WITH MIDDLE SCHOOL TEACHERS IN AWARENESS UNITS. THE EVALUATION REPORT DISCUSSES CONFERENCES WITH PERSONNEL IN THE SCHOOLS VISITED. THE ONLY MAJOR FAILING NOTED BY THE EVALUATORS WAS IN THE REACTION OF THE COMMUNITY COLLEGE ADMINISTRATORS TO THE IMPLEMENTATION OF CAREER EDUCATION IN THEIR PROGRAM. DETAILED OBSERVATIONS OF THE VARIOUS GROUPS OF SCHOOL PERSONNEL AND PROGRAMS ARE PRESENTED, ALONG WITH OVERALL IMPRESSIONS AND RECOMMENDATION. (MF)

VT 101 924
CLARY, JOSEPH R., AND OTHERS
A COMPREHENSIVE CAREER EDUCATION MODEL GRADES ONE THROUGH FOURTEEN - A RESEARCH AND DEVELOPMENT PROJECT (BOWLING GREEN). EVALUATION REPORT.

SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS, ATLANTA, GA. COMMISSION ON OCCUPATIONAL EDUCATION AND INSTITUTIONS.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 28P.; SEE RELATED DOCUMENTS VT 101 923 AND VT 101 925 IN THIS ISSUE.

DESCRIPTORS - *CAREER EDUCATION; *PROGRAM EVALUATION; *PROGRAM DEVELOPMENT; *SCHOOL DISTRICTS; SCHOOL VISITATION; CURRICULUM DEVELOPMENT; INSERVICE PROGRAMS; GUIDANCE PROGRAMS
IDENTIFIERS - *BOWLING GREEN INDEPENDENT SCHOOL DISTRICT; KENTUCKY

ABSTRACT - THIS REPORT PRESENTS THE EVALUATION OF THE COMPREHENSIVE CAREER EDUCATION PROJECT IN THE BOWLING GREEN INDEPENDENT SCHOOL DISTRICT, BOWLING GREEN, KENTUCKY, BEING A SUMMARY OF A VISIT APRIL 28-MAY 1, 1974. THE CAREER EDUCATION EMPHASIS IN THE DISTRICT CAN BE DESCRIBED AS A DEVELOPMENTAL IMPLEMENTATION OF AN EMERGING CONCEPT, IN WHICH GREAT PROGRESS HAS BEEN MADE. REVIEWS OF ADMINISTRATION, PROJECT DESIGN AND IMPLEMENTATION, STRENGTHS AND WEAKNESSES, AND RECOMMENDATIONS ARE GIVEN FOR THE ELEMENTARY, MIDDLE SCHOOL, HIGH SCHOOL, AND GUIDANCE COMPONENTS OF THE PROJECT. THE GUIDANCE PROGRAM IN THE JUNIOR HIGH SCHOOL COMPONENT WAS ESPECIALLY PRAISED. OVERALL, THE PROJECT WAS COMMENDED FOR ITS EFFORTS, AND CONTINUED FUNDING SUPPORT FROM THE STATE WAS STRONGLY RECOMMENDED. (MF)

VT 101 925
CLARY, JOSEPH R., AND OTHERS
CAREER EDUCATION DEVELOPMENT PROJECT. KENTUCKY VOCATIONAL EDUCATION REGION III (OWENSBORO). EVALUATION REPORT.

SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS, ATLANTA, GA. COMMISSION ON OCCUPATIONAL EDUCATION AND INSTITUTIONS.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 21P.; SEE RELATED DOCUMENTS VT 101 923 AND VT 101 924 IN THIS ISSUE.

DESCRIPTORS - *CAREER EDUCATION; *PROGRAM EVALUATION; *PROGRAM DEVELOPMENT; REGIONAL PROGRAMS; *SCHOOL DISTRICTS; AREA VOCATIONAL SCHOOLS; COMMUNITY COLLEGES; SCHOOL VISITATION
IDENTIFIERS - *KENTUCKY VOCATIONAL EDUCATION REGION III

ABSTRACT - KENTUCKY VOCATIONAL EDUCATION REGION III ENCOMPASSES 10 SCHOOL DISTRICTS COVERING A SEVEN-COUNTY AREA, A VOCATIONAL-TECHNICAL SCHOOL AND ITS THREE-AREA CENTERS, AND A COMMUNITY COLLEGE. THIS EVALUATION REPORT SUMMARIZES WHAT WAS READ, SEEN, AND HEARD DURING A VISIT TO THE REGION ON MAY 2-3, 1974. SOME RECOMMENDATIONS AND SUGGESTIONS ARE MADE FOR FURTHER DEVELOPMENT AND STRENGTHENING OF THE REGION'S CAREER EDUCATION CONCEPT AND FOR CONTINUING COOPERATIVE EFFORTS ON A REGIONAL BASIS. THE BASIC PURPOSE OF THE PROJECT WAS TO DEVELOP A REGIONAL CAREER EDUCATION MODEL WHICH MIGHT BE USED BY THE STATE AS A PATTERN. ADMINISTRATION, ELEMENTARY LEVEL, MIDDLE GRADES, AND THE HIGH SCHOOL AND POSTSECONDARY COMPONENTS ARE REVIEWED, ALONG WITH RECOMMENDATIONS FOR EACH COMPONENT. IT WAS SUGGESTED THAT SOME SPECIAL RECOGNITION, PERHAPS ON AN ANNUAL BASIS, BE GIVEN TO DIRECTORS, TEACHERS, COUNSELORS, AND RESOURCE PERSONS WHO HAVE DONE EXEMPLARY JOBS IN THE VARIOUS DISTRICTS. (MF)

VT 101 926
PERRY, LOUIS
PERSONNEL DEVELOPMENT FOR CAREER EDUCATION. PROJECT NO. D95810-01. FINAL REPORT.

BOWLING GREEN INDEPENDENT SCHOOL DISTRICT, KY.
KENTUCKY STATE DEPT. OF EDUCATION, FRANKFORT. BUREAU OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 30AUG74 100P.

DESCRIPTORS - *CAREER EDUCATION; *DEMONSTRATION PROGRAMS; STATE PROGRAMS; *SCHOOL VISITATION; *INSERVICE PROGRAMS; *PARTICIPANT SATISFACTION
IDENTIFIERS - *BOWLING GREEN; KENTUCKY

ABSTRACT - CAREER EDUCATION IMPLEMENTATION IN THE BOWLING GREEN CITY SCHOOLS HAS COMPLETED ITS THIRD YEAR, WITH EMPHASIS ON THE COMPREHENSIVENESS OF THE CAREER EDUCATION CONCEPTS, PARTICULARLY THE EXPLORATION PHASE. THIS EMPHASIS PROVIDED AN OPPORTUNITY FOR THE STATE OF KENTUCKY TO USE THE BOWLING GREEN SCHOOLS AS A DEMONSTRATION SITE. THROUGH THE DEMONSTRATION SITE USE AND A PLANNED SEQUENCE OF EDUCATIONAL EXPERIENCES FOR SITE VISITS, KENTUCKY EDUCATIONAL PERSONNEL HAVE BEEN ABLE TO GAIN KNOWLEDGE HELPFUL IN PROMOTING CAREER EDUCATION. THE PURPOSE OF THE VISITATION PROJECT WAS TO DISSEMINATE THE IDEAS AND TECHNIQUES BEING USED IN THE BOWLING GREEN CITY SCHOOLS TO OTHER EDUCATION SYSTEMS. PARTICIPANTS INCLUDED ADMINISTRATORS, SUPERVISORS, GUIDANCE COUNSELORS, TEACHERS, LIBRARIANS, AND OTHER PROFESSIONAL EDUCATION PERSONNEL FROM LOCAL EDUCATION AGENCIES IN THE STATE. AS A RESULT OF THE VISITATION PROJECT, BETWEEN 350 AND 400 EDUCATORS PARTICIPATED IN THE SITE VISITS TO THE NINE BOWLING GREEN CITY SCHOOLS. A POST-VISIT SURVEY INDICATED THAT 97.8 PERCENT OF THE PARTICIPANTS HAD A POSITIVE RESPONSE TO THE PROGRAM. PARTICIPANTS, MATERIALS RELATING TO THE VISITATIONS, AND SURVEY FORMS ARE APPENDED. (MF)

VT 101 927
NEWTON, MARK
RESEARCH RELATED TO THE REGIONAL CAREER EDUCATION DEVELOPMENT PROJECT. FINAL REPORT.

WESTERN KENTUCKY UNIV., BOWLING GREEN. CENTER FOR CAREER AND VOCATIONAL TEACHER EDUCATION.
KENTUCKY STATE DEPT. OF EDUCATION, FRANKFORT. BUREAU OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 31JUL74 155P.

DESCRIPTORS - *EDUCATIONAL RESEARCH; *CAREER EDUCATION; DEVELOPMENTAL PROGRAMS; RESEARCH METHODOLOGY; *MEASUREMENT INSTRUMENTS; *ATTITUDES; SURVEYS; SCHOOL DISTRICTS
IDENTIFIERS - *KENTUCKY

ABSTRACT - THIS RESEARCH REPORT

REFLECTS THE RESULTS OF A 12-MONTH STUDY IN CONNECTION WITH THE DEVELOPMENT AND IMPLEMENTATION OF CAREER EDUCATION INTO THE PUBLIC SCHOOLS OF KENTUCKY'S VOCATIONAL REGION 3. MAJOR SOURCES OF DATA WERE SAMPLES OF TEACHERS, COUNSELORS, ADMINISTRATORS, PARENTS, AND PUPILS IN 10 SCHOOL DISTRICTS IN SEVEN NORTHWESTERN KENTUCKY COUNTIES. THE OBJECTIVE OF THE STUDY WAS TO PROVIDE AN EMPIRICAL DATA BASE FOR DECISIONS REGARDING CAREER EDUCATION PROGRAMS. THE STUDY HAD FOUR MAJOR PHASES: REVIEW OF RELATED LITERATURE, INSTRUMENT DEVELOPMENT, DATA COLLECTION, AND DATA ANALYSIS. FOUR SURVEY INSTRUMENTS AND ONE STRUCTURED INTERVIEW GUIDE WERE DEVELOPED. DATA FOR EACH SAMPLE GROUP AND THE HYPOTHESES TESTED ARE TABULATED AND DISCUSSED. FINDINGS ARE PRESENTED IN 53 SUMMARY STATEMENTS. THE SURVEY INSTRUMENTS, LETTERS, INTERVIEW GUIDE, AND REGRESSION ANALYSES ARE APPENDED. (MF)

VT 101 928
FARDIG, GLEN E.
DEVELOPMENT OF THE KENTUCKY MODEL FOR MODULARIZED COMPETENCY-BASED VOCATIONAL EDUCATION. FINAL REPORT.

KENTUCKY UNIV., LEXINGTON.
CURRICULUM DEVELOPMENT CENTER.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - FEB75 34P.

DESCRIPTORS - *PERFORMANCE BASED EDUCATION; VOCATIONAL EDUCATION; PROGRAM DEVELOPMENT; EDUCATIONAL PROGRAMS; *INDIVIDUALIZED INSTRUCTION; *INSTRUCTIONAL SYSTEMS; *DELIVERY SYSTEMS; *MODELS; SECONDARY EDUCATION; POST SECONDARY EDUCATION
IDENTIFIERS - *KENTUCKY

ABSTRACT - ONE OF THE PRIMARY EFFORTS IN MOVING TOWARD COMPETENCY-BASED EDUCATION HAS BEEN TO IDENTIFY A BROAD TOTAL PROGRAM MODEL AND A SPECIFIC INSTRUCTIONAL DELIVERY SYSTEM MODEL. THE MODELS DESCRIBED HEREIN HAVE BEEN DERIVED FROM A VARIETY OF SOURCES AND DESIGNED TO BE APPROPRIATE TO THE NEEDS OF VOCATIONAL EDUCATION IN KENTUCKY. COMPETENCY-BASED VOCATIONAL EDUCATION PROGRAMS REQUIRE PERFORMANCE GOALS AGREED TO IN ADVANCE OF INSTRUCTION. INSTRUCTION IS INDIVIDUALIZED TO A LARGE EXTENT, EMPHASIS IS ON EXIT RATHER THAN ENTRANCE REQUIREMENTS, AND THE STUDENT IS CONSIDERED TO HAVE COMPLETED THE PROGRAM ONLY WHEN HE HAS DEMONSTRATED THE REQUIRED LEVEL OF COMPETENCY. IN CONTRAST TO TRADITIONAL PROGRAMS, IN THE COMPETENCY-BASED PROGRAM THE FACTOR OF TIME IS A VARIABLE AND DEMONSTRATED OCCUPATIONAL COMPETENCE IS A CONSTANT. COMPONENTS OF THE DELIVERY SYSTEM MODEL INCLUDE INSTRUCTIONAL OBJECTIVES, DEVELOPMENTAL HANDBOOK, STUDENT INSTRUCTIONAL MODULES, SUPPORTING INSTRUCTIONAL MATERIALS AND FACILITIES, TEACHERS' INSTRUCTIONAL HANDBOOK, AND TEACHER ORIENTATION. THE INDIVIDUAL STUDY MODULE INCLUDES RATIONALE, PERFORMANCE OBJECTIVES, LEARNING ACTIVITIES AND OPTIONS, FEEDBACK, ATTITUDINAL EXPERIENCES, AND FINAL ASSESSMENT PROCEDURES. A SAMPLE PROTOTYPE MODULE IS APPENDED. (MF)

VT 101 929
COMMUNICATIONS SKILLS WORKSHOP 1974 FOR VOCATIONAL, TECHNICAL AND ADULT EDUCATION INSTRUCTORS.

WISCONSIN UNIV. - STOUT, MENOMONIE.
CENTER FOR VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
WISCONSIN STATE BOARD OF VOCATIONAL, TECHNICAL, AND ADULT EDUCATION, MADISON.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 31JUL74 129P.

DESCRIPTORS - *COMMUNICATION SKILLS; *TEACHER WORKSHOPS; *VOCATIONAL EDUCATION; *TECHNICAL EDUCATION; *ADULT EDUCATION
IDENTIFIERS - WISCONSIN

ABSTRACT - THIS FINAL REPORT DESCRIBES THE COMMUNICATIONS SKILLS

WORKSHOP CONDUCTED FOR VOCATIONAL, TECHNICAL, AND ADULT EDUCATION TEACHERS IN WISCONSIN. THE WORKSHOP WAS TWO WEEKS OF INTENSIVE LEARNING ACTIVITIES WHICH WERE ESPECIALLY DEVELOPED AND SEQUENCED TO MEET THE NEEDS OF COMMUNICATIONS SKILLS TEACHERS IN WISCONSIN. A PROGRAM WAS DEVELOPED TO DEAL WITH CURRICULUM DEVELOPMENT AND INSTRUCTION IN COMMUNICATION SKILLS, EMPHASIZING HOW COMMUNICATION SKILLS RELATE TO OCCUPATIONAL AREAS, AND INDIVIDUALIZING INSTRUCTION. SPECIFIC TOPICS INCLUDED TASK ANALYSIS AND CURRICULUM DEVELOPMENT, CLASSROOM PRACTICES, THE DYSFUNCTIONAL COMMUNICATOR, AND INDIVIDUALIZED INSTRUCTION. FROM THE THREE EVALUATION INSTRUMENTS AND THE INFORMAL CONVERSATIONS, IT WAS LEARNED THAT THE PARTICIPANTS WERE PLEASED WITH THE EXPERIENCE, THAT SIGNIFICANT LEARNING HAD OCCURRED AND THAT THE WORKSHOP SHOULD BE HELD ANNUALLY. (AUTHOR/LJ)

VT 101 930
GUSTAFSON, RICHARD A., AND OTHERS
CURRICULUM DEVELOPMENT COORDINATION FOR NEW HAMPSHIRE SECONDARY VOCATIONAL EDUCATION. FINAL REPORT. JULY 1, 1974 - SEPTEMBER 30, 1974.

KEENE STATE COLL., N.H.
NEW HAMPSHIRE STATE DEPT. OF EDUCATION, CONCORD. VOCATIONAL-TECHNICAL EDUCATION DIV.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 26DEC74 35P.

DESCRIPTORS - *CURRICULUM DEVELOPMENT; *TASK ANALYSIS; *VOCATIONAL EDUCATION; PROGRAM COORDINATION; SECONDARY GRADES; AREA VOCATIONAL SCHOOLS; PROGRAM PLANNING
IDENTIFIERS - *NEW HAMPSHIRE

ABSTRACT - THE NEW HAMPSHIRE CURRICULUM DEVELOPMENT COORDINATION PROJECT WAS DESIGNED TO ACCOMPLISH TWO OBJECTIVES: (1) TO PROVIDE INSERVICE TRAINING AND ON-GOING COORDINATION TO THE THREE CURRICULUM DEVELOPMENT PROJECTS (NASHUA, DOVER, CONWAY) IN TASK ANALYSIS IN THE SUMMER OF 1974, AND (2) TO DEVELOP A LONG-RANGE PLAN FOR THE CURRICULUM DEVELOPMENT IN SECONDARY VOCATIONAL EDUCATION. THE FIRST OBJECTIVE ACHIEVED ONLY MARGINAL SUCCESS. FOUR SUB-PROJECTS IN OFFICE-BUSINESS AND HOTEL-MOTEL MANAGEMENT, TRADES AND INDUSTRY, ELECTRONICS-ELECTRICITY, AND DISTRIBUTIVE EDUCATION ARE DESCRIBED AND FUTURE APPROACHES AND ACTIVITIES BASED ON THE EXPERIENCES ARE RECOMMENDED. THE SECOND OBJECTIVE IS PRESENTED IN A DRAFT OF THE LONG-RANGE CURRICULUM PLAN. PHASE I OF THE PLAN PROPOSES TO DETERMINE THE "STATE OF THE ART" OF CURRICULUM DEVELOPMENT IN NEW HAMPSHIRE'S 20 AREA VOCATIONAL CENTERS SO THAT A STATEWIDE DESIGN MAY BE MADE. PHASE II OF THE PLAN DEVELOPS A PHILOSOPHY AND APPROACH TO CURRICULUM DEVELOPMENT FOR VOCATIONAL PROGRAMS, WITH SPECIFIC DETAILS OF THE DEVELOPMENT AND IMPLEMENTATION DEPENDING ON THE DATA GATHERED IN PHASE I. (MF)

VT 101 931
NEWTON, MARK
RESEARCH RELATED TO BOWLING GREEN INDEPENDENT SCHOOL SYSTEM'S COMPREHENSIVE CAREER EDUCATION MODEL. FINAL REPORT.

WESTERN KENTUCKY UNIV., BOWLING GREEN. CENTER FOR CAREER AND VOCATIONAL TEACHER EDUCATION.
KENTUCKY STATE DEPT. OF EDUCATION, FRANKFORT. BUREAU OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 31JUL74 125P.

DESCRIPTORS - *CAREER EDUCATION; EDUCATIONAL RESEARCH; *SCHOOL SURVEYS; TEACHER ATTITUDES; ADMINISTRATOR ATTITUDES; STUDENT OPINION; PARENT ATTITUDES; DATA COLLECTION; DATA ANALYSIS
IDENTIFIERS - *BOWLING GREEN INDEPENDENT SCHOOL DISTRICT; KENTUCKY

ABSTRACT - THIS STUDY WAS CONCERNED WITH INVESTIGATING THE DEVELOPMENT AND IMPLEMENTATION OF CAREER

EDUCATION ON A SYSTEM-WIDE BASIS, WITH THE BOWLING GREEN INDEPENDENT SCHOOL DISTRICT IN WARREN COUNTY, KENTUCKY, UTILIZED FOR STUDY. DATA COLLECTION INSTRUMENTS WERE DESIGNED TO SURVEY FIVE DIFFERENT GROUPS: TEACHERS, COUNSELORS, ADMINISTRATORS, PARENTS, AND STUDENTS. FINDINGS ARE PRESENTED IN 50 SUMMARY STATEMENTS. DIFFERENCES AMONG TEACHERS - ELEMENTARY, JUNIOR HIGH, AND HIGH SCHOOL - WERE FOUND IN KNOWLEDGE OF CAREER EDUCATION, WITH HIGH SCHOOL TEACHERS HAVING THE LEAST KNOWLEDGE. NO SIGNIFICANT DIFFERENCE IN ATTITUDE TOWARD CAREER EDUCATION WAS NOTED, ALTHOUGH THERE WAS A RELATIONSHIP BETWEEN ATTITUDE AND KNOWLEDGE. ATTITUDE GENERALLY WAS FAVORABLE. YEARS OF EMPLOYMENT OUTSIDE OF EDUCATION APPEARED TO BE IMPORTANT FOR ADMINISTRATORS. ALMOST ALL OF THE RESPONDING PARENTS INDICATED THAT STUDENTS SHOULD BEGIN MAKING CAREER PLANS WHILE IN PUBLIC SCHOOL AND THAT EXPOSURE TO VARIOUS JOBS SHOULD BE PART OF THE REGULAR SCHOOL PROGRAM. THE MAJORITY OF STUDENTS ALSO INDICATED THAT EXPOSURE TO CAREER RESOURCE PERSONS AND FIELD TRIPS WERE BENEFICIAL AND WORTHWHILE. (MF)

VT 101 932
DUSTMAN, GLADYS E.
A PROJECT TO PROMOTE THE NEEDS OF VOCATIONAL EDUCATION. FINAL REPORT.

INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 15FEB74 40P.

DESCRIPTORS - *EDUCATIONAL LEGISLATION; *VOCATIONAL EDUCATION; HIGH SCHOOLS; *STATE AID; *EDUCATIONAL FINANCE; PROGRAM COORDINATION; PUBLIC RELATIONS
IDENTIFIERS - *INDIANA

ABSTRACT - VOCATIONAL EDUCATION ENROLLMENTS IN INDIANA HAVE INCREASED 89 PERCENT WHILE BOTH FEDERAL AND LOCAL FUNDS CANNOT BE INCREASED, LEAVING THE ONLY AVAILABLE SOURCE OF AID TO MEET THE INCREASED NEED AT THE STATE LEVEL. ACCORDING TO THE BUREAU OF LABOR STATISTICS, BY 1980 EIGHT OUT OF 10 JOBS WILL NOT REQUIRE A FOUR-YEAR COLLEGE DIPLOMA. VOCATIONAL-TECHNICAL EDUCATIONAL PROGRAMS AT THE SECONDARY LEVEL THEREFORE DEMAND A NEW HIGHER PRIORITY. THIS IS THE REPORT OF THE COORDINATOR EMPLOYED ON JULY 2, 1973 FOR A PROJECT DESIGNED TO PROMOTE THE NEEDS OF VOCATIONAL EDUCATION IN INDIANA. MEETINGS WERE HELD WITH SCHOOL PERSONNEL, VOCATIONAL DIRECTORS, AND LEGISLATORS. AS A RESULT OF THE FIRST SIX MONTHS OF THE PROJECT A BILL WAS PRESENTED IN THE INDIANA HOUSE OF REPRESENTATIVES FOR CONSIDERATION IN THE JANUARY 1974 SESSION TO CREATE A HIGH SCHOOL VOCATIONAL DISTRIBUTION FUND. THE BILL AND PUBLICITY RELEASES ARE INCLUDED IN THE REPORT. (MF)

VT 101 933
THE PLANNING OF AN AREA OCCUPATIONAL EVALUATION PROGRAM FOR THE DISADVANTAGED AND HANDICAPPED IN NORTH CAROLINA MULTI-COUNTY PLANNING REGIONS L, Q, AND R. FINAL REPORT.

NASH TECHNICAL INST., ROCKY MOUNT, N.C.
NORTH CAROLINA STATE DEPT. OF PUBLIC INSTRUCTION, RALEIGH. OCCUPATIONAL RESEARCH UNIT.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 31DEC73 75P.

DESCRIPTORS - *RESOURCE CENTERS; *DISADVANTAGED GROUPS; *HANDICAPPED; RURAL AREAS; EMPLOYMENT POTENTIAL; PROGRAM PLANNING; *ADULT COUNSELING; *VOCATIONAL REHABILITATION
IDENTIFIERS - *NORTH CAROLINA

ABSTRACT - THE OBJECTIVE OF THIS PROJECT IS TO ESTABLISH, OPERATE, AND DEMONSTRATE AN AREA OCCUPATIONAL EVALUATION RESOURCE OFFICE FOR THE OCCUPATIONALLY AND EMPLOYABLY DISADVANTAGED AND HANDICAPPED (OEDH) TO THE END THAT

ALL NINE INSTITUTIONS IN THE COMMUNITY COLLEGE SYSTEM LOCATED IN THE 20 EXTREME NORTHEASTERN COUNTIES OF NORTH CAROLINA WILL BE OPERATING THEIR OWN COMMUNITY OCCUPATIONAL EVALUATION CENTERS FOR THE OEDH BY NO LATER THAN JANUARY 1, 1977. THE PROJECT ALSO PROPOSES THE ESTABLISHMENT OF AN AREA OCCUPATIONAL EVALUATION RESOURCE OFFICE TO PROVIDE LEADERSHIP, EXPERTISE, AND COORDINATION OF SERVICES OF ALL EXISTING AGENCIES SERVING THE OEDH IN ORDER TO ESTABLISH THESE CENTERS. IT IS ANTICIPATED THAT EACH TECHNICAL INSTITUTE AND COMMUNITY COLLEGE IN THE ENTIRE SYSTEM WOULD SEND A REPRESENTATIVE TO A 24-WEEK WORKSHOP FOR ORIENTATION AND TRAINING IN PROGRAM DEVELOPMENT BEFORE THE END OF THE PROJECT. (AUTHOR/MF)

VT 101 934
RESEARCH AND DEVELOPMENT PROJECT IN CAREER EDUCATION. PROJECT V2610491. FINAL REPORT. EVALUATION. (2 DOCUMENTS)

MARYLAND STATE DEPT. OF EDUCATION, BALTIMORE. DIV. OF VOCATIONAL-TECHNICAL EDUCATION.
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-72-1195
PUB DATE - 31OCT73 206P.

DESCRIPTORS - *CAREER EDUCATION; *DEVELOPMENTAL PROGRAMS; CURRICULUM DEVELOPMENT; INSERVICE TEACHER EDUCATION; VOCATIONAL COUNSELING; JOB PLACEMENT; PROGRAM EVALUATION
IDENTIFIERS - WASHINGTON COUNTY; MARYLAND

ABSTRACT - THE OBJECTIVES OF MARYLAND'S RESEARCH AND DEVELOPMENT PROJECT IN CAREER EDUCATION WERE: (1) TO DEVELOP A COMPREHENSIVE, TRANSPORTABLE CAREER EDUCATION MODEL K-12, (2) TO IMPLEMENT THE CAREER EDUCATION PLAN IN WASHINGTON COUNTY, (3) TO PROVIDE INSERVICE TRAINING FOR TEACHERS AND COUNSELORS, (4) TO PROVIDE INCREASED OPPORTUNITIES FOR STUDENTS' DEVELOPMENT AND USE OF SELF-ASSESSMENT AND CAREER DECISION-MAKING SKILLS, (5) TO PROVIDE PLACEMENT AND FOLLOWUP SERVICES FOR ALL STUDENTS WHILE IN HIGH SCHOOL AND AFTER DEPARTURE FROM HIGH SCHOOL, AND (6) TO DISSEMINATE INFORMATION ABOUT CAREER EDUCATION TO INTERESTED AGENCIES. FOUR ELEMENTARY SCHOOLS WERE CHOSEN AS PILOT SCHOOLS AND SUPPLEMENTAL CURRICULUM MATERIALS WERE DEVELOPED. AFTER INSERVICE TRAINING FOR TEACHERS AND COUNSELORS, THE FIELD-TESTED AND REVISED CURRICULUM MATERIALS WERE SHARED AMONG ALLEGANY, GARRETT, AND WASHINGTON COUNTIES. A WORKSHOP, AN INDUSTRIAL VISITATION PROGRAM, AND OTHER OPERATIONS WERE DEVELOPED AND IMPLEMENTED. DETAILS OF AND MATERIALS FROM THE ELEMENTARY, MIDDLE SCHOOL, COUNSELING AND PLACEMENT, AND ADMINISTRATIVE COMPONENTS OF THE PROGRAM ARE INCLUDED IN THE EVALUATION DOCUMENT, ALONG WITH RECOMMENDATIONS FOR REPLICATION AND/OR CONTINUATION OF THE PLAN. (AUTHOR/MF)

VT 101 935
CEPHALIC PROJECT: CAREER EDUCATION PROJECT HELPING ALL IN COUNSELING. FINAL REPORT.

BALL STATE UNIV., MUNCIE, IND. DEPT. OF COUNSELING PSYCHOLOGY AND GUIDANCE SERVICES.
INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - OCT74 128P.

DESCRIPTORS - *COUNSELOR TRAINING; *DEVELOPMENTAL PROGRAMS; *CAREER EDUCATION; COUNSELOR ATTITUDES; TEACHER ATTITUDES; INSERVICE PROGRAMS; INTERNSHIP PROGRAMS
IDENTIFIERS - *BALL STATE UNIVERSITY; INDIANA

ABSTRACT - THE PROJECT WAS EXEMPLARY AND HAD FOUR MAJOR OBJECTIVES: (1) AS A RESULT OF UPGRADING EXISTING CURRICULA IN

COUNSELOR EDUCATION AND BY DEVELOPING AND INTEGRATING CAREER DEVELOPMENT MATERIALS, COUNSELORS IN TRAINING DURING THE PROJECT WILL BE MORE KNOWLEDGEABLE ABOUT CAREER EDUCATION, (2) AS A RESULT OF FIELD INTERNSHIPS IN BUSINESS, INDUSTRY, AND GOVERNMENT, PRE-PROFESSIONAL AND PROFESSIONAL COUNSELORS WILL BE BETTER PREPARED TO WORK WITH STUDENTS AND PROSPECTIVE STUDENTS OF VOCATIONAL AND TECHNICAL EDUCATION, (3) AS A RESULT OF INSERVICE ACTIVITIES WITH THE COUNSELOR EDUCATION FACULTY, A MODIFICATION WILL OCCUR IN COUNSELOR EDUCATION, COURSE CONTENT, AND TEACHING APPROACHES TO INCLUDE A STRONGER EMPHASIS ON CAREER EDUCATION, AND (4) AS A RESULT OF INCREASED EMPHASIS ON CAREER EDUCATION, ADDITIONAL MATERIALS AND INSTRUCTIONAL MODELS RELATING TO CAREER EDUCATION WILL BE MADE AVAILABLE TO STUDENTS AND FACULTY. A HIGHLIGHT OF THE FINDINGS WAS THAT FACULTY ATTITUDES TOWARD CAREER EDUCATION CAN BECOME MORE POSITIVE IF APPROACHED CORRECTLY AND IF GIVEN SUFFICIENT TIME AND RESOURCES. SUPPLEMENTAL MATERIALS PREPARED AS PART OF THE PROJECT ARE APPENDED. (AUTHOR/MF)

VT 101 936
KAWATSKI, JEFFERY D.
ANALYSIS OF THE DEMAND OF INDUSTRIES FOR A LIFT TRUCK MAINTENANCE TRAINING PROGRAM WITHIN VTAE DISTRICT 15. FINAL REPORT.

NORTH CENTRAL TECHNICAL INST., WAUSAU, WIS.
WISCONSIN STATE BOARD OF VOCATIONAL, TECHNICAL, AND ADULT EDUCATION, MADISON.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JAN75 52P.

DESCRIPTORS - *EDUCATIONAL NEEDS; SURVEYS; *AUTO MECHANICS (OCCUPATION); *EQUIPMENT MAINTENANCE; *MACHINE REPAIRMEN
IDENTIFIERS - *TRUCKING INDUSTRY; NORTH CENTRAL WISCONSIN

ABSTRACT - THE PURPOSE OF THE STUDY WAS TO IDENTIFY PRESENT AND FUTURE TRAINING NEEDS OF LIFT TRUCK MECHANICS IN ORDER TO DETERMINE THE NEED OF DEVELOPING AN EXTENSION PROGRAM IN LIFT TRUCK REPAIR AND MAINTENANCE. A SAMPLE OF COMPANIES IN THE AREA SERVED BY THE NORTH CENTRAL TECHNICAL INSTITUTE, WAUSAU, WISCONSIN, WHICH USE LIFT TRUCKS IN THEIR OPERATIONS WAS SURVEYED, USING THE PERSONAL INTERVIEW APPROACH TO IMPROVE VALIDITY AND INSURE RESPONSE. DATA WERE COLLECTED ON THE KINDS AND NUMBERS OF LIFT TRUCKS IN SERVICE, THE TYPES OF REPAIR AND MAINTENANCE DONE BY PLANT PERSONNEL AND THE NUMBER INVOLVED IN THE WORK, AND THE KIND OF TRAINING AND EXPERIENCE NEEDED TO UPGRADE LIFT TRUCK MECHANICS' SKILLS. RESULTS INDICATED THAT A LARGE MAJORITY OF THE COMPANY MAINTENANCE SUPERVISORS INTERVIEWED WERE IN FAVOR OF A TRAINING PROGRAM. ALMOST ALL OF THE COMPANIES WERE WILLING TO REIMBURSE POTENTIAL ENROLLEES FOR REGISTRATION FEES. IT WAS RECOMMENDED THAT TRADE EXTENSION COURSES BE CONDUCTED IN THE WAUSAU AREA BEGINNING IN THE FALL OF 1975. (MF)

VT 101 937
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. FINAL REPORT. VOLUME I.

SYRACUSE CITY SCHOOL DISTRICT, N.Y.
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-71-1028 (361)
PUB DATE - JUL74 172P.; SEE RELATED DOCUMENTS VT 101 938, 101 939 AND 101 940 IN THIS ISSUE.

DESCRIPTORS - *CAREER EDUCATION; *DEVELOPMENTAL PROGRAMS; *PROGRAM DESCRIPTIONS; *URBAN SCHOOLS; *DISADVANTAGED YOUTH; ELEMENTARY GRADES; SECONDARY GRADES; CURRICULUM DEVELOPMENT; COMMUNITY INVOLVEMENT
IDENTIFIERS - *SYRACUSE CITY SCHOOL DISTRICT; NEW YORK

ABSTRACT - THE FINAL REPORT OF THE

GUIDED OCCUPATIONAL ORIENTATION PROGRAM IN THE SYRACUSE CITY SCHOOL DISTRICT IS IN FOUR VOLUMES. VOLUME I PRESENTS A SUMMARY AND THE BODY OF THE REPORT COVERING THE TIME PERIOD FROM FEBRUARY 1, 1971 TO JULY 31, 1974. FOCUS OF THE PROJECT WAS ON SOCIALLY, ECONOMICALLY, AND ACADEMICALLY DISADVANTAGED YOUTH. GOALS AND OBJECTIVES OF THE PROJECT WERE TO PRESENT THE WORLD OF WORK AND CAREER PREPARATION TO YOUTH IN A REALISTIC WAY, TO PROVIDE INSERVICE PROGRAMS FOR EDUCATORS AND UNDERSTANDING TO PARENTS AND THE COMMUNITY, AND TO FIND MEANINGFUL JOB PLACEMENTS. COMMON PROCEDURES FOR STAFF SELECTION, MEETINGS, CONSULTANTS, AND BUSINESS AND INDUSTRY CONTACTS WERE IMPLEMENTED TO MAKE THE PROJECT OPERATIONAL ON THE ELEMENTARY, JUNIOR HIGH, AND HIGH SCHOOL LEVELS. A TOTAL OF 39 SPECIFIC GOALS AND OBJECTIVES AND A TOTAL OF 48 PROCEDURES ARE DETAILED. RECOMMENDATIONS ARE BASED ON SPECIFIC CONCLUSIONS AFTER THREE YEARS' EXPERIENCE WITH THE PROJECT. (MF)

VT 101 938
HOLDER, HAROLD H., AND OTHERS
GUIDED OCCUPATIONAL ORIENTATION PROJECT, SYRACUSE CITY SCHOOL DISTRICT. EVALUATION. FINAL REPORT. VOLUME II.

EDUCATIONAL SERVICES, INC., WACO, TEX.
SYRACUSE CITY SCHOOL DISTRICT, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL74 49P.; SEE RELATED DOCUMENTS VT 101 937, 101 939 AND 101 940 IN THIS ISSUE.

DESCRIPTORS - *CAREER EDUCATION; *DEVELOPMENTAL PROGRAMS; *PROGRAM EVALUATION; ELEMENTARY GRADES; SECONDARY GRADES; SCHOOL ADMINISTRATION
IDENTIFIERS - *SYRACUSE CITY SCHOOL DISTRICT; NEW YORK

ABSTRACT - THE EVALUATION REPORT OF THE SYRACUSE CITY SCHOOL DISTRICT'S GUIDED OCCUPATIONAL ORIENTATION PROGRAM CONTAINS A HISTORY AND BACKGROUND OF THE PROJECT; EVALUATION OF THE ELEMENTARY, JUNIOR HIGH, AND SENIOR HIGH PROGRAMS; COMMENTS ON PROJECT ADMINISTRATION AND STAFF; AND IMPLICATIONS AND RECOMMENDATIONS. MOST MAJOR PROJECT ACTIVITIES WILL CONTINUE OPERATIONS WITHIN THE SCHOOL DISTRICT SUPPORTED BY LOCAL FUNDS. THE ELEMENTARY PROGRAM WILL REMAIN ALMOST INTACT, WITH ITS CAREER CENTER AND THE SKILL VAN TRAINER MAINTAINED. THE JUNIOR HIGH PROGRAM SHOULD BE REEXAMINED BECAUSE STUDENT CHANGE DATA INDICATE THAT GOALS ARE NOT BEING MET. CAREER EDUCATION ALTERNATIVES IN THE SENIOR HIGH PROGRAM SHOULD BE EXPANDED AND GUIDANCE PERSONNEL INCREASED. AN OVERALL MASTER PLAN DEVELOPED BY THE EVALUATOR WITH PROJECT PERSONNEL AND SCHOOL DISTRICT ADMINISTRATORS IS INCLUDED IN THE DOCUMENT. (MF)

VT 101 939
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. ELEMENTARY PROGRAM. FINAL REPORT. VOLUME III.

SYRACUSE CITY SCHOOL DISTRICT, N.Y.
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-71-1028 (361)
PUB DATE - JUL74 344P.; SEE RELATED DOCUMENTS VT 101 937, 101 938 AND 101 940 IN THIS ISSUE.

DESCRIPTORS - *CAREER EDUCATION; *DEVELOPMENTAL PROGRAMS; *GRADE 5; *GRADE 6; *OCCUPATIONAL CLUSTERS; WORKBOOKS; TEACHING GUIDES
IDENTIFIERS - *SYRACUSE CITY SCHOOL DISTRICT; NEW YORK

ABSTRACT - VOLUME III OF THE SYRACUSE CITY SCHOOL DISTRICT'S FINAL REPORT ON ITS GUIDED OCCUPATIONAL ORIENTATION PROGRAM CONTAINS THE GRADE 5 STUDENT BOOK ON THE WORLD OF WORK; GRADE 6 TEACHER'S MANUAL AND STUDENT BOOK ON OCCUPATIONAL CLUSTERS, INDIVIDUALIZED CAREER STUDIES, AND SKILL CENTER BOOKLET; AND UNITS ON A LIFE-CENTERED CURRICULUM, AN

EDUCATION FOR LIFE, AND CHANGING ROLES IN THE WORLD OF WORK. (MF)

VT 101 940
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. SECONDARY PROGRAM. FINAL REPORT. VOLUME IV.

SYRACUSE CITY SCHOOL DISTRICT, N.Y.
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-71-1028 (361)
PUB DATE - JUL74 227P.; SEE RELATED DOCUMENTS VT 101 937, 101 938 AND 101 939 IN THIS ISSUE.

DESCRIPTORS - *CAREER EDUCATION; *DEVELOPMENTAL PROGRAMS; *SECONDARY GRADES; *INTEGRATED CURRICULUM; *OCCUPATIONAL CLUSTERS; WORK EXPERIENCE PROGRAMS; CAREER PLANNING; RESOURCE UNITS
IDENTIFIERS - *SYRACUSE CITY SCHOOL DISTRICT; NEW YORK

ABSTRACT - THE SECONDARY PROGRAM, VOLUME IV OF THE SYRACUSE CITY SCHOOL DISTRICT'S FINAL REPORT ON ITS GUIDED OCCUPATIONAL ORIENTATION PROGRAM, PRESENTS THE FOLLOWING MATERIALS IN SIX MAJOR SECTIONS: GOALS AND OBJECTIVES DESIGNED BY CAREER EDUCATION PERSONNEL AND THIRD PARTY EVALUATOR; JUNIOR HIGH CAREER EDUCATION INTEGRATED CURRICULA; OPTIONS IN HIGH SCHOOL PROGRAM; COMMUNITY PROGRAMS FOR WORK EXPERIENCE; CAREERS IN PERSPECTIVE; AN EMPLOYABILITY ORIENTATION PROGRAM FOR HIGH SCHOOL STUDENTS; AND GENERAL SECONDARY MATERIALS. (MF)

VT 101 941
WARREN, DONALD R.; WAY, HAROLD N.
AN EXPLORATORY STUDY OF PROGRAMMING FOR OCCUPATIONAL EDUCATION IN THE PAMLICO EDUCATIONAL SYSTEM. (OCCUPATIONAL EDUCATION RESEARCH PROJECT FINAL REPORT.)

PAMLICO TECHNICAL INST., ALLIANCE, N.C.; PAMLICO COUNTY SCHOOLS, N.C.
NORTH CAROLINA STATE DEPT. OF PUBLIC INSTRUCTION, RALEIGH. OCCUPATIONAL RESEARCH UNIT.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUN73 99P.

DESCRIPTORS - *EDUCATIONAL COORDINATION; *ARTICULATION (PROGRAM); *PROGRAM COORDINATION; TECHNICAL INSTITUTES; HIGH SCHOOLS; COUNTY SCHOOL SYSTEMS; RURAL SCHOOLS; *FACILITY UTILIZATION RESEARCH; EDUCATIONAL PLANNING
IDENTIFIERS - NORTH CAROLINA

ABSTRACT - THE PURPOSE OF THIS STUDY WAS TO INVESTIGATE THE PROGRAMMING PRACTICES OF PAMLICO (NORTH CAROLINA) TECHNICAL INSTITUTE (PTI) AND THEIR ARTICULATION WITH THE SECONDARY PUBLIC SYSTEM (GRADES 10-12) AT PAMLICO HIGH SCHOOL (PHS). IT WAS ASSUMED THAT INCREASED EFFICIENCY MIGHT RESULT FROM GREATER COORDINATION OF RESOURCES CURRENTLY AVAILABLE AT PTI AND PHS. PERSONNEL FROM PTI AND PHS USED THE EXAMINATION OF PROGRAMMING PRACTICES AT BOTH INSTITUTIONS AS ONE MEANS OF GENERATING RECOMMENDATIONS BY WHICH INCREASED COORDINATION MIGHT BE EFFECTED. A CONCEPT OF PROGRAMMING WAS DEVELOPED AND CONDITIONS WHICH APPEARED TO INHIBIT COORDINATION OF PROGRAMMING ACTIVITIES WERE IDENTIFIED. WAYS TO INCREASE COORDINATION WERE THEN RECOMMENDED. INCLUDED WITHIN THE SECTION ABOUT THE THEORETICAL ORIENTATION OF THE STUDY ARE BOTH THE MACROCONCEPT OF ORGANIZATIONS AND THE SOCIAL SYSTEMS CONCEPT USED IN THE STUDY. APPENDED ARE INSTRUMENTS USED IN THE STUDY AND DATA COLLECTED. (AUTHOR/LJ)

VT 101 942
CAREER EDUCATION MATERIAL DEVELOPED BY PONTIAC CAREER DEVELOPMENT PROGRAM.

PONTIAC CITY SCHOOL DISTRICT, MICH.
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEC-0-70-5183
PUB DATE - ND 341P.; SEE RELATED DOCUMENTS VT 101 943, 101

944, 101 945 AND 101 946 IN THIS ISSUE.

DESCRIPTORS - *VOCATIONAL DEVELOPMENT; *CAREER AWARENESS; *CAREER EDUCATION; *DEVELOPMENTAL PROGRAMS; CLASS ACTIVITIES; ELEMENTARY SCHOOL STUDENTS; JUNIOR HIGH SCHOOL STUDENTS; INSTRUCTIONAL MATERIALS; STUDENT EVALUATION
IDENTIFIERS - *PONTIAC CITY SCHOOL DISTRICT; MICHIGAN

ABSTRACT - THIS SECTION OF THE PONTIAC CAREER DEVELOPMENT PROGRAM INCLUDES VARIOUS MATERIALS AND REPORTS PREPARED FOR K-3 ACTIVITIES, K-6 MODULE EVALUATION, AUTOMOBILE MANUFACTURING UNIT, HEALTH OCCUPATIONS UNIT, AND CAREER AWARENESS UNITS FOR GRADES 7 AND 8. (MF)

VT 101 943
ROCHOW, ROBERT J.
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. PROCESS SECTION. INTERIM REPORT.

PONTIAC CITY SCHOOL DISTRICT, MICH.
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEC-0-70-5183
PUB DATE - JUN73 75P.; SEE RELATED DOCUMENTS VT 101 942, 101 944, 101 945 AND 101 946 IN THIS ISSUE.

DESCRIPTORS - *VOCATIONAL DEVELOPMENT; *CAREER EDUCATION; *DEVELOPMENTAL PROGRAMS; *INSERVICE PROGRAMS; PROGRAM DESCRIPTIONS; *DELIVERY SYSTEMS
IDENTIFIERS - *PONTIAC CITY SCHOOL DISTRICT; MICHIGAN

ABSTRACT - THE PROCESS SECTION OF THE PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM CONTAINS: (1) PHILOSOPHICAL BASE FOR PONTIAC; (2) INSERVICE PROGRAMS - TEACHER, (3) PARENT ORGANIZATION PLAN, (4) ADMINISTRATORS, (5) COUNSELORS, (6) PARAPROFESSIONAL PROGRAM, (7) OUTSIDE SCHOOL DISTRICT PROGRAMS AND DISSEMINATION, AND (8) STUDENT PROGRAMS. DELIVERY OR SUPPORT OF THE CAREER PROJECT TO THE VARIOUS POPULATIONS WAS GIVEN ON EITHER A SKILL LEVEL (INSERVICE) OR A FACT AND CONCEPT LEVEL (DISSEMINATION). (AUTHOR/MF)

VT 101 944
ROCHOW, ROBERT J.
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. PRODUCT SECTION. INTERIM REPORT.

PONTIAC CITY SCHOOL DISTRICT, MICH.
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEC-0-70-5183
PUB DATE - JUN73 571P.; SEE RELATED DOCUMENTS VT 101 942, 101 943, 101 945 AND 101 946 IN THIS ISSUE.

DESCRIPTORS - *VOCATIONAL DEVELOPMENT; *CAREER EDUCATION; *DEVELOPMENTAL PROGRAMS; ELEMENTARY GRADES; SECONDARY GRADES; *ACTIVITY UNITS; TEACHING PROCEDURES
IDENTIFIERS - *PONTIAC CITY SCHOOL DISTRICT; MICHIGAN

ABSTRACT - THE PRODUCT SECTION OF THE PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM PRESENTS MATERIALS DEVELOPED ON GRADE LEVEL ACTIVITIES, ROLE MODELS, FIELD TRIPS, UNIT DEVELOPMENT AND DELIVERY, AND PROGRAM AND UNIT DEVELOPMENT-SUPPORT. (AUTHOR/MF)

VT 101 945
ROCHOW, ROBERT J.
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. EVALUATION SECTION. INTERIM REPORT.

PONTIAC CITY SCHOOL DISTRICT, MICH.
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEC-0-70-5183
PUB DATE - JUN73 267P.; SEE RELATED DOCUMENTS VT 101 942, 101 943, 101 944 AND 101 946 IN THIS ISSUE.

DESCRIPTORS - *VOCATIONAL DEVELOPMENT; *CAREER EDUCATION; *DEVELOPMENTAL PROGRAMS; VOCATIONAL MATURITY; *OCCUPATIONAL CHOICE; COUNSELING; *PROGRAM EVALUATION
IDENTIFIERS - *PONTIAC CITY SCHOOL DISTRICT; MICHIGAN

ABSTRACT - THE EVALUATION SECTION OF THE PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM CONTAINS THESE DOCUMENTS; (1) A COMPARISON OF THE VOCATIONAL MATURITY OF SIXTH GRADE STUDENTS FROM A BLACK URBAN SCHOOL AND A CAUCASIAN SUBURBAN SCHOOL, BY LINDA PHILLIPS; (2) A STUDY OF OCCUPATIONAL CHOICE OF A MIDDLE-CLASS SUBURBAN SCHOOL POPULATION, BY CHRISTINE CONLEY; (3) RESULTS OF A PILOT PROJECT IN GROUP COUNSELING AIMED AT ENHANCING SELF CONCEPT AND BEHAVIOR OF BLACK SIXTH GRADE STUDENTS, BY BEVERLY WEISS; (4) A COMPARISON OF PUPIL GROWTH IN PONTIAC'S VOCATIONAL CAREER DEVELOPMENT PROGRAM WITH THE GINSBERG THEORY OF OCCUPATIONAL CHOICE, BY EDWARD L. PELKY AND THEODORE L. PLOUGHMAN; (5) PROCESS USED TO CONTINUE THE PONTIAC CAREER DEVELOPMENT PROGRAM IN PONTIAC; AND (6) PROGRAM EVALUATOR'S REPORT, BY DR. PLOUGHMAN. (AUTHOR/MF)

VT 101 946
ROCHOW, ROBERT J.
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. INTERIM REPORT.

PONTIAC CITY SCHOOL DISTRICT, MICH.
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEC-0-70-5183
PUB DATE - JUN73 54P.; SEE RELATED DOCUMENTS VT 101 942, 101 943, 101 944 AND 101 945 IN THIS ISSUE.

DESCRIPTORS - *VOCATIONAL DEVELOPMENT; *CAREER EDUCATION; *DEVELOPMENTAL PROGRAMS; ELEMENTARY GRADES; SECONDARY GRADES; PROGRAM DEVELOPMENT; PROGRAM CONTENT
IDENTIFIERS - *PONTIAC CITY SCHOOL DISTRICT; MICHIGAN

ABSTRACT - THE PONTIAC, MICHIGAN, VOCATIONAL CAREER DEVELOPMENT PROGRAM WAS AN EXEMPLARY PROJECT IN VOCATIONAL EDUCATION CONDUCTED DURING THE PERIOD AUGUST 31, 1970 TO JUNE 29, 1973. GOALS OF THE PROJECT WERE: (1) TO PROVIDE ELEMENTARY AND SECONDARY STUDENTS WITH A BROAD OCCUPATIONAL ORIENTATION, (2) TO PROVIDE STUDENTS WITH WORK EXPERIENCE, (3) TO PROVIDE SPECIFIC TRAINING IN JOB ENTRY SKILLS, (4) TO PROVIDE INTENSIVE OCCUPATIONAL GUIDANCE, COUNSELING, AND INITIAL JOB PLACEMENT, (5) TO PROVIDE FOR THE CONTRACTOR TO CARRY ON THE PROGRAM AFTER FEDERAL ASSISTANCE IS TERMINATED, AND (6) TO SET UP A DISSEMINATION SYSTEM TO PROMOTE THE CONCEPT OF CAREER EDUCATION AND THE PONTIAC PROGRAM. SPECIFIC OBJECTIVES, PROCEDURES, AND ACCOMPLISHMENTS FOR EACH GOAL ARE PRESENTED FOR BOTH THE ELEMENTARY AND SECONDARY LEVELS. (AUTHOR/MF)

VT 101 947
ROWE, JOHN L.
THE DEVELOPMENT OF TEACHING UNITS FOR OFFICE EDUCATION SIMULATED PROGRAMS FOR USE IN THE STATE OF NORTH DAKOTA. FINAL REPORT.

NORTH DAKOTA UNIV., GRAND FORKS. DEPT. OF BUSINESS AND VOCATIONAL EDUCATION.
NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 15JUN73 61P.; SEE RELATED DOCUMENT VT 101 948 IN THIS ISSUE.

DESCRIPTORS - *OFFICE OCCUPATIONS EDUCATION; *DEVELOPMENTAL PROGRAMS; INSTRUCTIONAL MATERIALS; *OFFICE OCCUPATIONS; *MODELS; *OCCUPATIONAL CLUSTERS; SURVEYS; QUESTIONNAIRES
IDENTIFIERS - NORTH DAKOTA

ABSTRACT - THE PURPOSE OF THIS EXEMPLARY PROJECT IN VOCATIONAL EDUCATION FOR THE STATE OF NORTH DAKOTA WAS TO DEVELOP SIMULATED

OFFICE EDUCATION MATERIALS FOR USE IN BUSINESS AND VOCATIONAL OFFICE EDUCATION PROGRAMS. THE PROJECT PERIOD WAS FROM SEPTEMBER 1970 THROUGH JUNE 1973. "OCCUPATIONAL MODELS" WAS SELECTED AS THE IDENTIFYING NAME FOR THE CONCEPT DEVELOPED. EACH OF THE 24 MODELS CONTAINS TWO KITS, ONE FOR THE STUDENT-EMPLOYEE AND ONE FOR THE TEACHER-SUPERVISOR. A TEACHER'S MANUAL WAS WRITTEN TO ACCOMPANY THE MODELS. THESE 49 ITEMS COMPRISE THE LIBRARY OF NORTH DAKOTA OCCUPATIONAL/MODELS. OCCUPATIONAL MODELS ARE SELF-CONTAINED INSTRUCTIONAL PACKETS DEVELOPED FROM ACTUAL OFFICES TO DUPLICATE MANY OF THE SITUATIONS AND ACTIVITIES INVOLVING THE OFFICE EMPLOYEE. THEY PROVIDE A REALISTIC EDUCATIONAL EXPERIENCE FOR STUDENTS AND ALLOW THEM TO EXPLORE A VARIETY OF OFFICE CAREERS. THE THREE PHASES OF THE PROJECT-ORGANIZATION, DEVELOPMENT, AND DISTRIBUTION-ARE DESCRIBED IN THE REPORT, AS ARE SURVEYS MADE OF EMPLOYERS, EMPLOYEES, TEACHERS, AND STUDENTS. (MF)

VT 101 948
NORTH DAKOTA OCCUPATIONAL MODELS: A CAREER CLUSTER CONCEPT. A HANDBOOK FOR NORTH DAKOTA VOCATIONAL OFFICE EDUCATION TEACHER-COORDINATORS.

NORTH DAKOTA UNIV., GRAND FORKS. DEPT. OF BUSINESS AND VOCATIONAL EDUCATION.
NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 105P.; SEE RELATED DOCUMENT VT 101 947 IN THIS ISSUE.

DESCRIPTORS - *OFFICE OCCUPATIONS EDUCATION; *TEACHING GUIDES; BUSINESS EDUCATION TEACHERS; *OCCUPATIONAL CLUSTERS; *OCCUPATIONAL INFORMATION; *MODELS; SIMULATION; TESTING
IDENTIFIERS - NORTH DAKOTA

ABSTRACT - NORTH DAKOTA OCCUPATIONAL MODELS WERE DEVELOPED FROM ACTUAL OFFICES AND BUSINESSES IN THE STATE TO DUPLICATE REAL JOBS AND MATERIALS IN SUCH A MANNER THAT STUDENTS COULD WORK SEMI-INDEPENDENTLY. THE POSITION SIMULATION PACKETS PERMIT THE OCCUPATIONAL MODEL TO SUBSTITUTE FOR OR ENRICH THE COOPERATIVE OFFICE EXPERIENCE. A VARIETY OF SUGGESTIONS FOR ORIENTATION, CAREER EXPLORATION, AND IMPLEMENTATION OF THE MODEL PLAN ARE PRESENTED IN THIS TEACHERS' MANUAL. EACH ACTIVITY CITED HAS BEEN TESTED AND FOUND EFFECTIVE IN SCHOOL USE. FORMS AND EXAMPLES ARE INCLUDED FOR ORIENTATION, PUBLIC RELATIONS, EVALUATION, AND SIMULATION (INTERNAL OFFICE PROCEDURES). (MF)

VT 101 949
ALTSCHULD, JAMES W., AND OTHERS
PRODUCT SERVICES MODULE. AN EVALUATION REPORT FOR THE OCCUPATIONAL EXPLORATION PROGRAM.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL EDUCATION.
NATIONAL INST. OF EDUCATION (DHEW), WASHINGTON, D.C.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
PUB DATE - NOV74 120P.

DESCRIPTORS - *EVALUATION; *ELECTRICAL OCCUPATIONS; ANALYSIS OF VARIANCE; *OCCUPATIONAL INFORMATION; SIMULATION; *ELECTRICAL APPLIANCE SERVICEMEN; GRADE 8; GRADE 9
IDENTIFIERS - CAREER EXPLORATION

ABSTRACT - THIS DOCUMENT CONSISTS OF A BRIEF DESCRIPTION OF A PRODUCT SERVICES MODULE AND THE EVALUATION OF THIS MODULE DURING THE PILOT TESTING PHASE. PRODUCT SERVICES HAS BEEN DEFINED AS AN EXTENSION OF THE MANUFACTURING PROCESS WHICH PROVIDES FOR THE INSTALLATION, MAINTENANCE, ALTERATION, AND REPAIR OF MAN-MADE ITEMS. BENCH ELECTRICAL REPAIR WAS THE TOPIC OF THIS MODULE. THE BULK OF THE DOCUMENT CONSISTS OF A DESCRIPTION OF THE EVALUATION PROCEDURES, THE RESULTS OF THE EVALUATION, AND A REVISER'S

730

INFORMATION SUMMARY. THE APPENDICES INCLUDE SAMPLES OF THE KNOWLEDGE TEST, ATTITUDE SCALE, AND STUDENT QUESTIONNAIRE USED IN THE EVALUATION. (AUTHOR/LJ)

VT 101 950
BREGMAN, RALPH, AND OTHERS
THE JANUS REPORT. A REPORT ON THE CHANGING SOCIAL SETTING IN THE UNITED STATES WITH IMPLICATIONS FOR NEW ROLES FOR STATE AND LOCAL VOCATIONAL EDUCATION PERSONNEL.

DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
PUB DATE - DEC74 41P.

DESCRIPTORS - *SOCIAL ENVIRONMENT; *VOCATIONAL EDUCATION; *SOCIAL CHANGE; *PUBLIC POLICY; *STAFF ROLE; LEADERSHIP
IDENTIFIERS - CALIFORNIA; JANUS REPORT

ABSTRACT - THIS REPORT PROVIDES RECOMMENDATIONS ON AND ANALYSIS OF THE FUTURE ROLES OF VOCATIONAL EDUCATORS IF THEY ARE TO APPROPRIATELY INTERFACE WITH THE SEVERAL MECHANISMS WHICH HAVE BEEN ON OR MAY BE CREATED BY LEGISLATION OR POLICY. THE EMPHASIS OF THE INTERFACE WOULD BE TO MAXIMIZE EFFECTIVENESS IN FACILITATING DELIVERY OF VOCATIONAL EDUCATION. TO DETERMINE THE SCOPE OF THE STUDY, RELATED LITERATURE WAS ANALYZED AND INTERVIEWS WERE CONDUCTED. AS A RESULT OF THESE ACTIVITIES, A LIST WAS PREPARED OF EXISTING AND PROPOSED MECHANISMS (ADVISORY COMMITTEES, COMMISSIONS, BOARDS) AT VARIOUS LEVELS OF BOTH GOVERNMENT AND EDUCATION THAT APPEARED TO HAVE DIRECT OR INDIRECT BEARING ON VOCATIONAL EDUCATION IN CALIFORNIA BUT GENERALIZEABLE TO OTHER STATES. FIVE MAIN RECOMMENDATIONS RESULTED FROM EXAMINATION OF THE MECHANISMS. A LIST OF REFERENCES, AN ANNOTATED COMPILATION OF THE MECHANISMS REVIEWED, AND A GLOSSARY ARE INCLUDED. (AUTHOR/LJ)

This index lists titles of documents under the major subject terms that have been assigned to characterize their contents. The subjects, which conform to those presented in the Thesaurus of ERIC Descriptors, are listed in alphabetical order.

As shown in the example below, the page on which the document abstract appears is displayed above the title.

ACCIDENT PREVENTION
VT 100 011 3
UPS AND DOWNS: THE BASIC PRINCIPLES OF LADDER SAFETY.

ACCOUNTING
VT 100 009 3
BUDGETING AND SPENDING.
VT 100 015 4
FARM RECORDS--A MANAGEMENT TOOL
VT 100 144 37
CLIFFS KEYNOTE REVIEWS: ACCOUNTING.

SUBJECT INDEX

PAGE

ABSTRACTS
VT 101 899 707
ABSTRACTS OF COMPLETED 1973-74 RESEARCH - EXEMPLARY PROJECTS.
VT 101 916 714
PROCEEDINGS, NATIONAL RCU PERSONNEL CONFERENCE: THE SCORE AFTER NINE--1965-1974 (9TH, SCOTTSDALE, ARIZONA, MARCH 18-21, 1974).

ACCOUNTING
VT 101 837 680
AN ANALYSIS OF THE BOOKKEEPING OCCUPATION.

ACTIVITY UNITS
VT 101 801 666
PROJECT REAL: RELEVANT EDUCATION, ACTIVITY CENTERED LEARNING. EXPLORING THE WORLD OF CAREERS, GRADES 7 & 8. SUPPLEMENT TO TEACHERS' GUIDE; INSTRUCTIONAL UNITS.
VT 101 944 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. PRODUCT SECTION. INTERIM REPORT.

ADMINISTRATOR ATTITUDES
VT 101 883 700
A STUDY OF ATTITUDES TOWARD CAREER EDUCATION OF KEY ADMINISTRATIVE-SUPERVISORY PERSONNEL IN THE STATE OF MARYLAND. OCCASIONAL PAPER IN RESEARCH.

ADMINISTRATOR ROLE
VT 101 917 714
ROLES AND OBJECTIVES OF STATE RESEARCH COORDINATING UNITS AS PERCEIVED BY RCU DIRECTORS AND STATE DIRECTORS OF VOCATIONAL EDUCATION.

PAGE

ADULT BASIC EDUCATION
VT 101 887 702
A SURVEY OF ADULT AND CONTINUING EDUCATION PROGRAMS IN NEVADA. FISCAL YEAR 1973-74.

ADULT COUNSELING
VT 101 933 722
THE PLANNING OF AN AREA OCCUPATIONAL EVALUATION PROGRAM FOR THE DISADVANTAGED AND HANDICAPPED IN NORTH CAROLINA MULTI-COUNTY PLANNING REGIONS L, Q, AND R. FINAL REPORT.

ADULT EDUCATION
VT 101 929 720
COMMUNICATIONS SKILLS WORKSHOP 1974 FOR VOCATIONAL, TECHNICAL AND ADULT EDUCATION INSTRUCTORS.

ADULT VOCATIONAL EDUCATION
VT 101 887 702
A SURVEY OF ADULT AND CONTINUING EDUCATION PROGRAMS IN NEVADA. FISCAL YEAR 1973-74.

AGENCY ROLE
VT 101 917 714
ROLES AND OBJECTIVES OF STATE RESEARCH COORDINATING UNITS AS PERCEIVED BY RCU DIRECTORS AND STATE DIRECTORS OF VOCATIONAL EDUCATION.

AGRICULTURAL MACHINERY
VT 101 872 696
AN ANALYSIS OF THE HORTICULTURE EQUIPMENT AND SERVICES OCCUPATION.

SUBJECT INDEX

PAGE

APTITUDE TESTS
VT 101 898 706
A CONCURRENT VALIDITY STUDY RELATING THE ARMED SERVICES VOCATIONAL APTITUDE BATTERY TO SUCCESS IN HIGH SCHOOL VOCATIONAL-TECHNICAL COURSES. AN ABSTRACT.

AREA VOCATIONAL SCHOOLS
VT 101 903 708
IMPROVING EFFECTIVENESS OF MULTI-COUNTY AREA VOCATIONAL PROGRAMS THROUGH THE PROVISION OF IMPROVED JOB PLACEMENT SERVICES. EXEMPLARY PROJECT. FINAL REPORT.

ARMED SERVICES VOCATIONAL APTITUDE BATTERY
VT 101 898 706
A CONCURRENT VALIDITY STUDY RELATING THE ARMED SERVICES VOCATIONAL APTITUDE BATTERY TO SUCCESS IN HIGH SCHOOL VOCATIONAL-TECHNICAL COURSES. AN ABSTRACT.

ARTICULATION (PROGRAM)
VT 101 941 726
AN EXPLORATORY STUDY OF PROGRAMMING FOR OCCUPATIONAL EDUCATION IN THE PAMLICO EDUCATIONAL SYSTEM. (OCCUPATIONAL EDUCATION RESEARCH PROJECT FINAL REPORT.)

ATTITUDE TESTS
VT 101 883 700
A STUDY OF ATTITUDES TOWARD CAREER EDUCATION OF KEY ADMINISTRATIVE-SUPERVISORY PERSONNEL IN THE STATE OF MARYLAND. OCCASIONAL PAPER IN RESEARCH.
VT 101 910 711
PROJECTIVE MEASURES OF INTERPERSONAL RELATIONSHIPS AND ATTITUDES TOWARD THE AIR FORCE.

PAGE

ATTITUDES
VT 101 927 719
RESEARCH RELATED TO THE REGIONAL CAREER EDUCATION DEVELOPMENT PROJECT. FINAL REPORT.

AUTO BODY REPAIRMEN
VT 101 839 681
AN ANALYSIS OF THE AUTO BODY REPAIR OCCUPATION.

AUTO MECHANICS (OCCUPATION)
VT 101 840 682
AN ANALYSIS OF THE AUTO MECHANIC OCCUPATION.
VT 101 845 684
AN ANALYSIS OF THE DIESEL TRUCK MECHANIC OCCUPATION.
VT 101 847 685
AN ANALYSIS OF THE AUTOMOTIVE SERVICE OCCUPATION.
VT 101 936 724
ANALYSIS OF THE DEMAND OF INDUSTRIES FOR A LIFT TRUCK MAINTENANCE TRAINING PROGRAM WITHIN VTAE DISTRICT 15. FINAL REPORT.

AUTO PARTS MEN
VT 101 847 685
AN ANALYSIS OF THE AUTOMOTIVE SERVICE OCCUPATION.
VT 101 869 694
AN ANALYSIS OF THE AUTO PARTS COUNTERPERSON OCCUPATION.

BAKERS
VT 101 833 679
AN ANALYSIS OF THE BAKING OCCUPATION.

BALL STATE UNIVERSITY
VT 101 935 723
CEPHALIC PROJECT: CAREER EDUCATION PROJECT HELPING ALL IN COUNSELING. FINAL REPORT.

SUBJECT INDEX

PAGE

BEHAVIOR CHANGE
VT 101 907 710
GUIDELINES FOR MOTIVATIONAL MANAGEMENT.

BOOKKEEPING
VT 101 837 680
AN ANALYSIS OF THE BOOKKEEPING OCCUPATION.

BOONE COUNTY
VT 101 897 706
A COMPREHENSIVE PLAN FOR THE DEVELOPMENT OF VOCATIONAL EDUCATION IN BOONE COUNTY, WEST VIRGINIA. FINAL REPORT.

BOWLING GREEN
VT 101 811 670
BOWLING GREEN CAREER EDUCATION MANUAL FOR TEACHERS, COUNSELORS AND ADMINISTRATORS.
VT 101 926 719
PERSONNEL DEVELOPMENT FOR CAREER EDUCATION. PROJECT NO. D95810-01. FINAL REPORT.

BOWLING GREEN INDEPENDENT SCHOOL DISTRICT
VT 101 924 718
A COMPREHENSIVE CAREER EDUCATION MODEL GRADES ONE THROUGH FOURTEEN - A RESEARCH AND DEVELOPMENT PROJECT (BOWLING GREEN). EVALUATION REPORT.
VT 101 931 721
RESEARCH RELATED TO BOWLING GREEN INDEPENDENT SCHOOL SYSTEM'S COMPREHENSIVE CAREER EDUCATION MODEL. FINAL REPORT.

BUILDING IMPROVEMENT
VT 101 853 687
AN ANALYSIS OF THE RESIDENTIAL REMODELING OCCUPATION.

BUILDING TRADES
VT 101 853 687
AN ANALYSIS OF THE RESIDENTIAL REMODELING OCCUPATION.

PAGE

BUSINESS ADMINISTRATION
VT 101 810 669
PRE-POSTSECONDARY CURRICULUM GUIDE DEVELOPED FOR THE STATE DEPARTMENT OF VOCATIONAL EDUCATION.
VT 101 828 676
AN ANALYSIS OF THE SMALL BUSINESS MANAGING OCCUPATION.

BUSINESS CORRESPONDENCE
VT 101 867 693
AN ANALYSIS OF THE WORD PROCESSING OCCUPATION.

BUSINESS EDUCATION
VT 101 804 666
BUSINESS DATA PROCESSING. A TEACHER'S GUIDE.

CAREER AWARENESS
VT 101 813 670
CAREER AWARENESS, GRADES 1-6 (GRADE 2).
VT 101 814 671
CAREER AWARENESS, GRADES 1-6 (GRADE 3).
VT 101 815 671
CAREER AWARENESS, GRADES 1-6 (GRADE 4).
VT 101 816 672
CAREER AWARENESS, GRADES 1-6 (GRADE 5).
VT 101 942 726
CAREER EDUCATION MATERIAL DEVELOPED BY PONTIAC CAREER DEVELOPMENT PROGRAM.

CAREER CHOICE
VT 101 905 709
INTERIM REPORT. PROGRESS FOR FUNDING YEAR 1973. (DATA GATHERED AT MCCONNELL AND MALMSTROM AIR FORCE BASES)

CAREER EDUCATION
VT 101 806 667
CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM. LESSON PLAN MANUAL I JUNIOR HIGH.

SUBJECT INDEX

	PAGE
VT 101 807 CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM. LESSON PLAN MANUAL II LOWER ELEMENTARY.	668
VT 101 808 CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM. LESSON PLAN MANUAL III UPPER ELEMENTARY.	668
VT 101 809 DEVELOPMENT OF A PRE-POSTSECONDARY CURRICULUM IN SOCIAL SCIENCE FOR HIGH SCHOOL GRADES 11 AND 12.	669
VT 101 810 PRE-POSTSECONDARY CURRICULUM GUIDE DEVELOPED FOR THE STATE DEPARTMENT OF VOCATIONAL EDUCATION.	669
VT 101 811 BOWLING GREEN CAREER EDUCATION MANUAL FOR TEACHERS, COUNSELORS AND ADMINISTRATORS.	670
VT 101 813 CAREER AWARENESS, GRADES 1-6 (GRADE 2).	670
VT 101 814 CAREER AWARENESS, GRADES 1-6 (GRADE 3).	671
VT 101 815 CAREER AWARENESS, GRADES 1-6 (GRADE 4).	671
VT 101 816 CAREER AWARENESS, GRADES 1-6 (GRADE 5).	672
VT 101 817 CAREER EDUCATION IN LANGUAGE ARTS. A UNIT APPROACH. GRADES 7-9.	672
VT 101 876 RESEARCH AND DEVELOPMENT PROJECT IN CAREER EDUCATION. FINAL REPORT.	697
VT 101 879 RESEARCH AND DEVELOPMENT IN CAREER EDUCATION. FINAL REPORT.	699
VT 101 883 A STUDY OF ATTITUDES TOWARD CAREER EDUCATION OF KEY ADMINISTRATIVE-SUPERVISORY PERSONNEL IN THE STATE OF MARYLAND. OCCASIONAL PAPER IN RESEARCH.	700
VT 101 890 CAREER EDUCATION. A GUIDE TO THE 1972-1973 PILOT PROJECT.	703
VT 101 894 PROJECT VIGOR: VOCATIONAL CLUSTER EDUCATION, INTEGRATED AND ARTICULATED GRADES 1-14 WITH GUIDANCE SERVICES, OCCUPATIONAL EXPLORATION AND WORK EXPERIENCE RELEVANT TO GENERAL EDUCATION. THIRD INTERIM REPORT, APRIL 2, 1973.	705
VT 101 895 MARYLAND CAREER DEVELOPMENT PROJECT (K-ADULT). INTERIM REPORT. SEPTEMBER 1972.	705
VT 101 899 ABSTRACTS OF COMPLETED 1973-74 RESEARCH - EXEMPLARY PROJECTS.	707
VT 101 900 THE NINTH GRADE CAREER EXPERIENCE: A MODEL FOR SECONDARY COUNSELORS AND ADMINISTRATORS.	707
VT 101 904 AN EXEMPLARY PROGRAM IN OCCUPATIONAL EDUCATION FOR THE VETERAN. FINAL REPORT.	709
VT 101 912 HUMAN AND COMPUTER ASSISTED CAREER ACHIEVEMENT SKILLS PROGRAM (FORMERLY CCEM COMPUTER ASSISTED GUIDANCE PROGRAM). PHASE III REPORT.	712
VT 101 913 COMPUTER ASSISTED OCCUPATIONAL SEARCH TECHNICAL REPORT. PART OF THE CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM.	712
VT 101 915 AN INTRODUCTION TO CAREER EDUCATION: A POLICY PAPER OF THE U. S. OFFICE OF EDUCATION.	713

SUBJECT INDEX

PAGE

VT 101 919 715
OUTREACH FOR URBAN INNER CITY YOUTH. FINAL REPORT, VOLUME I.

VT 101 920 716
EVALUATION OF PROJECT OUTREACH FOR URBAN INNER-CITY YOUTH. FINAL REPORT, VOLUME II.

VT 101 923 717
CAREER EDUCATION FOR REGION XII TO DEVELOP AND IMPLEMENT A CAREER EDUCATION CURRICULUM, 1-14 IN ELEVEN SCHOOL DISTRICTS, THE HAZARD VOCATIONAL SCHOOL AND HAZARD COMMUNITY COLLEGE. EVALUATION REPORT.

VT 101 924 718
A COMPREHENSIVE CAREER EDUCATION MODEL GRADES ONE THROUGH FOURTEEN - A RESEARCH AND DEVELOPMENT PROJECT (BOWLING GREEN). EVALUATION REPORT.

VT 101 925 718
CAREER EDUCATION DEVELOPMENT PROJECT. KENTUCKY VOCATIONAL EDUCATION REGION III (OWENSBORO). EVALUATION REPORT.

VT 101 926 719
PERSONNEL DEVELOPMENT FOR CAREER EDUCATION. PROJECT NO. D95810-01. FINAL REPORT.

VT 101 927 719
RESEARCH RELATED TO THE REGIONAL CAREER EDUCATION DEVELOPMENT PROJECT. FINAL REPORT.

VT 101 931 721
RESEARCH RELATED TO BOWLING GREEN INDEPENDENT SCHOOL SYSTEM'S COMPREHENSIVE CAREER EDUCATION MODEL. FINAL REPORT.

VT 101 934 723
RESEARCH AND DEVELOPMENT PROJECT IN CAREER EDUCATION. PROJECT V261049L. FINAL REPORT. EVALUATION. (2 DOCUMENTS)

VT 101 935 723
CEPHALIC PROJECT: CAREER EDUCATION PROJECT HELPING ALL IN COUNSELING. FINAL REPORT.

VT 101 937 724
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. FINAL REPORT. VOLUME I.

VT 101 938 725
GUIDED OCCUPATIONAL ORIENTATION PROJECT, SYRACUSE CITY SCHOOL DISTRICT. EVALUATION. FINAL REPORT. VOLUME II.

VT 101 939 725
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. ELEMENTARY PROGRAM. FINAL REPORT. VOLUME III.

VT 101 940 726
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. SECONDARY PROGRAM. FINAL REPORT. VOLUME IV.

VT 101 942 726
CAREER EDUCATION MATERIAL DEVELOPED BY PONTIAC CAREER DEVELOPMENT PROGRAM.

VT 101 943 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. PROCESS SECTION. INTERIM REPORT.

VT 101 944 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. PRODUCT SECTION. INTERIM REPORT.

VT 101 945 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. EVALUATION SECTION. INTERIM REPORT.

VT 101 946 728
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. INTERIM REPORT.

SUBJECT INDEX

PAGE

CAREER PLANNING
VT 101 878 698
AN EIGHT DISTRICT PLANNING CONSORTIUM AND CAREER PREPARATION DELIVERY SYSTEM. INTERIM REPORT, AUGUST, 1973.
VT 101 894 705
PROJECT VIGOR: VOCATIONAL CLUSTER EDUCATION, INTEGRATED AND ARTICULATED GRADES 1-14 WITH GUIDANCE SERVICES, OCCUPATIONAL EXPLORATION AND WORK EXPERIENCE RELEVANT TO GENERAL EDUCATION. THIRD INTERIM REPORT, APRIL 2, 1973.

CAREERS
VT 101 801 666
PROJECT REAL: RELEVANT EDUCATION, ACTIVITY CENTERED LEARNING. EXPLORING THE WORLD OF CAREERS, GRADES 7 & 8. SUPPLEMENT TO TEACHERS' GUIDE; INSTRUCTIONAL UNITS.

CARPENTERS
VT 101 841 682
AN ANALYSIS OF THE CARPENTRY OCCUPATION.

CLASSROOM GAMES
VT 101 803 666
SEEK AND FIND GAMES, CROSSWORDS. VOLUME I.

CLERICAL OCCUPATIONS
VT 101 829 677
AN ANALYSIS OF THE TERMINAL CLERKING OCCUPATION.
VT 101 830 677
AN ANALYSIS OF THE TERMINAL DISPATCHING OCCUPATION.

CLERICAL WORKERS
VT 101 865 693
AN ANALYSIS OF THE PAYROLL CLERKING OCCUPATION.

CLOTHING MAINTENANCE SPECIALISTS
VT 101 834 679
AN ANALYSIS OF THE ALTERATION SPECIALIST OCCUPATION.

COLLEGE BOUND STUDENTS
VT 101 809 669
DEVELOPMENT OF A PRE-POSTSECONDARY CURRICULUM IN SOCIAL SCIENCE FOR HIGH SCHOOL GRADES 11 AND 12.
VT 101 810 669
PRE-POSTSECONDARY CURRICULUM GUIDE DEVELOPED FOR THE STATE DEPARTMENT OF VOCATIONAL EDUCATION.

COMMERCIAL ART
VT 101 842 683
AN ANALYSIS OF THE COMMERCIAL ART OCCUPATION.

COMMUNICATION SKILLS
VT 101 929 720
COMMUNICATIONS SKILLS WORKSHOP 1974 FOR VOCATIONAL, TECHNICAL AND ADULT EDUCATION INSTRUCTORS.

COMMUNITY COLLEGES
VT 101 886 701
COPES (COMMUNITY COLLEGE OCCUPATIONAL PROGRAMS EVALUATION SYSTEM) 1973-74 REPORT.
VT 101 901 707
A HANDBOOK FOR COOPERATIVE EDUCATION STUDENTS.

COMMUNITY INVOLVEMENT
VT 101 897 706
A COMPREHENSIVE PLAN FOR THE DEVELOPMENT OF VOCATIONAL EDUCATION IN BOONE COUNTY, WEST VIRGINIA. FINAL REPORT.

SUBJECT INDEX

PAGE

COMPREHENSIVE HIGH SCHOOLS
VT 101 878 698
AN EIGHT DISTRICT PLANNING CONSORTIUM AND CAREER PREPARATION DELIVERY SYSTEM. INTERIM REPORT, AUGUST, 1973.

COMPUTER ASSISTED INSTRUCTION
VT 101 913 712
COMPUTER ASSISTED OCCUPATIONAL SEARCH TECHNICAL REPORT. PART OF THE CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM.

COMPUTER ORIENTED PROGRAMS
VT 101 804 666
BUSINESS DATA PROCESSING. A TEACHER'S GUIDE.

COMPUTER PROGRAMS
VT 101 896 705
COMPUTER SERVICES SYSTEMS DEVELOPMENT TO COORDINATE MANPOWER NEEDS WITH OCCUPATIONAL TRAINING PROGRAMS. OCCUPATIONAL EDUCATION RESEARCH PROJECT FINAL REPORT.

CONCEPTUAL SCHEMES
VT 101 890 703
CAREER EDUCATION. A GUIDE TO THE 1972-1973 PILOT PROJECT.

CONSORTIA
VT 101 878 698
AN EIGHT DISTRICT PLANNING CONSORTIUM AND CAREER PREPARATION DELIVERY SYSTEM. INTERIM REPORT, AUGUST, 1973.

CONSUMER EDUCATION
VT 101 882 700
CONCEPTS, TOPICS AND OBJECTIVES FOR CONSUMER EDUCATION, K-ADULT.

COOPERATIVE EDUCATION
VT 101 901 707
A HANDBOOK FOR COOPERATIVE EDUCATION STUDENTS.

PAGE

COSTS
VT 101 902 708
COSTS OF EDUCATIONAL ACCOUNTABILITY - A MARYLAND EXPLORATORY STUDY.

COUNSELOR TRAINING
VT 101 935 723
CEPHALIC PROJECT: CAREER EDUCATION PROJECT HELPING ALL IN COUNSELING. FINAL REPORT.

COURSE CONTENT
VT 101 818 672
FOOD SERVICE--COURSES OF STUDY, GRADES 11-12.
VT 101 877 698
COURSE CONTENT AND PROGRAM EVALUATION MODEL. FINAL REPORT.

COURSE DESCRIPTIONS
VT 101 819 673
CATALOG OF COURSES. TRAINING POLICIES AND PROCEDURES. ANNUAL SURVEY OF TRAINING NEEDS. IN-HOUSE, INTERAGENCY AND NON-GOVERNMENT COURSES.

COURSE EVALUATION
VT 101 893 704
EVALUATION OF PSYCHOLOGY OF HUMAN RELATIONS. FINAL REPORT.

COURSE OBJECTIVES
VT 101 882 700
CONCEPTS, TOPICS AND OBJECTIVES FOR CONSUMER EDUCATION, K-ADULT.

CREDIT (FINANCE)
VT 101 849 686
AN ANALYSIS OF THE CREDIT INVESTIGATION OCCUPATION.

SUBJECT INDEX

PAGE

CURRICULUM DEVELOPMENT
VT 101 884 701
MISSISSIPPI RESEARCH AND CURRICULUM UNIT FOR VOCATIONAL-TECHNICAL EDUCATION. ANNUAL REPORT. FISCAL YEAR 1974.
VT 101 897 706
A COMPREHENSIVE PLAN FOR THE DEVELOPMENT OF VOCATIONAL EDUCATION IN BOONE COUNTY, WEST VIRGINIA. FINAL REPORT.
VT 101 930 721
CURRICULUM DEVELOPMENT COORDINATION FOR NEW HAMPSHIRE SECONDARY VOCATIONAL EDUCATION. FINAL REPORT. JULY 1, 1974 - SEPTEMBER 30, 1974.

CURRICULUM GUIDES
VT 101 802 666
TWENTY-FIVE LESSON PLANS FOR DISTRIBUTIVE EDUCATION. VOLUME 2.
VT 101 821 673
LAW ENFORCEMENT CURRICULUM.

DATA PROCESSING OCCUPATIONS
VT 101 836 680
AN ANALYSIS OF THE DATA PROCESSING OCCUPATION.

DELIVERY SYSTEMS
VT 101 878 698
AN EIGHT DISTRICT PLANNING CONSORTIUM AND CAREER PREPARATION DELIVERY SYSTEM. INTERIM REPORT, AUGUST, 1973.
VT 101 928 720
DEVELOPMENT OF THE KENTUCKY MODEL FOR MODULARIZED COMPETENCY-BASED VOCATIONAL EDUCATION. FINAL REPORT.
VT 101 943 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. PROCESS SECTION. INTERIM REPORT.

PAGE

DEMONSTRATION PROGRAMS
VT 101 926 719
PERSONNEL DEVELOPMENT FOR CAREER EDUCATION. PROJECT NO. D95810-01. FINAL REPORT.

DEVELOPMENTAL PROGRAMS
VT 101 817 672
CAREER EDUCATION IN LANGUAGE ARTS. A UNIT APPROACH. GRADES 7-9.
VT 101 876 697
RESEARCH AND DEVELOPMENT PROJECT IN CAREER EDUCATION. FINAL REPORT.
VT 101 892 704
CAROLINA SCHOOL DISTRICT SEQUENTIAL APPROACH TO CAREER ORIENTATION AND PREPARATION. INTERIM REPORT.
VT 101 895 705
MARYLAND CAREER DEVELOPMENT PROJECT (K-ADULT). INTERIM REPORT. SEPTEMBER 1972.
VT 101 899 707
ABSTRACTS OF COMPLETED 1973-74 RESEARCH - EXEMPLARY PROJECTS.
VT 101 900 707
THE NINTH GRADE CAREER EXPERIENCE: A MODEL FOR SECONDARY COUNSELORS AND ADMINISTRATORS.
VT 101 903 708
IMPROVING EFFECTIVENESS OF MULTI-COUNTY AREA VOCATIONAL PROGRAMS THROUGH THE PROVISION OF IMPROVED JOB PLACEMENT SERVICES. EXEMPLARY PROJECT. FINAL REPORT.
VT 101 904 709
AN EXEMPLARY PROGRAM IN OCCUPATIONAL EDUCATION FOR THE VETERAN. FINAL REPORT.
VT 101 919 715
OUTREACH FOR URBAN INNER CITY YOUTH. FINAL REPORT, VOLUME I.
VT 101 920 716
EVALUATION OF PROJECT OUTREACH FOR URBAN INNER-CITY YOUTH. FINAL REPORT, VOLUME II.

SUBJECT INDEX

PAGE

VT 101 934 723
RESEARCH AND DEVELOPMENT PROJECT IN CAREER EDUCATION. PROJECT V261049L. FINAL REPORT. EVALUATION. (2 DOCUMENTS)

VT 101 935 723
CEPHALIC PROJECT: CAREER EDUCATION PROJECT HELPING ALL IN COUNSELING. FINAL REPORT.

VT 101 937 724
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. FINAL REPORT. VOLUME I.

VT 101 938 725
GUIDED OCCUPATIONAL ORIENTATION PROJECT, SYRACUSE CITY SCHOOL DISTRICT. EVALUATION. FINAL REPORT. VOLUME II.

VT 101 939 725
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. ELEMENTARY PROGRAM. FINAL REPORT. VOLUME III.

VT 101 940 726
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. SECONDARY PROGRAM. FINAL REPORT. VOLUME IV.

VT 101 942 726
CAREER EDUCATION MATERIAL DEVELOPED BY PONTIAC CAREER DEVELOPMENT PROGRAM.

VT 101 943 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. PROCESS SECTION. INTERIM REPORT.

VT 101 944 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. PRODUCT SECTION. INTERIM REPORT.

VT 101 945 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. EVALUATION SECTION. INTERIM REPORT.

VT 101 946 728
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. INTERIM REPORT.

VT 101 947 728
THE DEVELOPMENT OF TEACHING UNITS FOR OFFICE EDUCATION SIMULATED PROGRAMS FOR USE IN THE STATE OF NORTH DAKOTA. FINAL REPORT.

DIESEL ENGINES
VT 101 845 684
AN ANALYSIS OF THE DIESEL TRUCK MECHANIC OCCUPATION.

DISADVANTAGED GROUPS
VT 101 933 722
THE PLANNING OF AN AREA OCCUPATIONAL EVALUATION PROGRAM FOR THE DISADVANTAGED AND HANDICAPPED IN NORTH CAROLINA MULTI-COUNTY PLANNING REGIONS L, Q, AND R. FINAL REPORT.

DISADVANTAGED YOUTH
VT 101 937 724
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. FINAL REPORT. VOLUME I.

DISTRIBUTIVE EDUCATION
VT 101 802 666
TWENTY-FIVE LESSON PLANS FOR DISTRIBUTIVE EDUCATION. VOLUME 2.

VT 101 803 666
SEEK AND FIND GAMES, CROSSWORDS. VOLUME I.

VT 101 875 697
CAREER INFORMATION UNIT FOR DISTRIBUTIVE EDUCATION. TEACHER HANDBOOK.

DRAFTING
VT 101 844 683
AN ANALYSIS OF THE DRAFTING OCCUPATION.

DRAFTSMEN
VT 101 844 683
AN ANALYSIS OF THE DRAFTING OCCUPATION.

SUBJECT INDEX

PAGE

EDUCATIONAL ACCOUNTABILITY
VT 101 820 673
TEACHERS' ACCOUNTABILITY TO STUDENTS. SYLLABUS FOR 1971 CONFERENCE. WASHINGTON STATE COORDINATING COUNCIL FOR OCCUPATIONAL EDUCATION. TRADE, INDUSTRIAL, TECHNICAL AND HEALTH OCCUPATIONS EDUCATION.
VT 101 902 708
COSTS OF EDUCATIONAL ACCOUNTABILITY - A MARYLAND EXPLORATORY STUDY.

EDUCATIONAL ASSESSMENT
VT 101 886 701
COPES (COMMUNITY COLLEGE OCCUPATIONAL PROGRAMS EVALUATION SYSTEM) 1973-74 REPORT.

EDUCATIONAL ATTITUDES
VT 101 883 700
A STUDY OF ATTITUDES TOWARD CAREER EDUCATION OF KEY ADMINISTRATIVE-SUPERVISORY PERSONNEL IN THE STATE OF MARYLAND. OCCASIONAL PAPER IN RESEARCH.

EDUCATIONAL CHANGE
VT 101 915 713
AN INTRODUCTION TO CAREER EDUCATION: A POLICY PAPER OF THE U. S. OFFICE OF EDUCATION.

EDUCATIONAL COORDINATION
VT 101 941 726
AN EXPLORATORY STUDY OF PROGRAMMING FOR OCCUPATIONAL EDUCATION IN THE PAMLICO EDUCATIONAL SYSTEM. (OCCUPATIONAL EDUCATION RESEARCH PROJECT FINAL REPORT.)

EDUCATIONAL FINANCE
VT 101 932 722
A PROJECT TO PROMOTE THE NEEDS OF VOCATIONAL EDUCATION. FINAL REPORT.

EDUCATIONAL LEGISLATION
VT 101 888 702
DEVELOPMENT OF FEDERAL LEGISLATION MODEL FOR VOCATIONAL EDUCATION.
VT 101 932 722
A PROJECT TO PROMOTE THE NEEDS OF VOCATIONAL EDUCATION. FINAL REPORT.

EDUCATIONAL NEEDS
VT 101 896 705
COMPUTER SERVICES SYSTEMS DEVELOPMENT TO COORDINATE MANPOWER NEEDS WITH OCCUPATIONAL TRAINING PROGRAMS. OCCUPATIONAL EDUCATION RESEARCH PROJECT FINAL REPORT.
VT 101 936 724
ANALYSIS OF THE DEMAND OF INDUSTRIES FOR A LIFT TRUCK MAINTENANCE TRAINING PROGRAM WITHIN VTAE DISTRICT 15. FINAL REPORT.

EDUCATIONAL PLANNING
VT 101 897 706
A COMPREHENSIVE PLAN FOR THE DEVELOPMENT OF VOCATIONAL EDUCATION IN BOONE COUNTY, WEST VIRGINIA. FINAL REPORT.

EDUCATIONAL POLICY
VT 101 915 713
AN INTRODUCTION TO CAREER EDUCATION: A POLICY PAPER OF THE U. S. OFFICE OF EDUCATION.

EDUCATIONAL PROGRAMS
VT 101 811 670
BOWLING GREEN CAREER EDUCATION MANUAL FOR TEACHERS, COUNSELORS AND ADMINISTRATORS.
VT 101 887 702
A SURVEY OF ADULT AND CONTINUING EDUCATION PROGRAMS IN NEVADA. FISCAL YEAR 1973-74.

SUBJECT INDEX

PAGE

EDUCATIONAL RESEARCH
VT 101 879 699
RESEARCH AND DEVELOPMENT IN CAREER EDUCATION. FINAL REPORT.
VT 101 884 701
MISSISSIPPI RESEARCH AND CURRICULUM UNIT FOR VOCATIONAL-TECHNICAL EDUCATION. ANNUAL REPORT. FISCAL YEAR 1974.
VT 101 914 713
SEMIANNUAL REPORT ON STATE RESEARCH COORDINATING UNIT ACTIVITIES FOR THE PERIOD JANUARY 1, 1974 - JUNE 30, 1974.
VT 101 916 714
PROCEEDINGS, NATIONAL RCU PERSONNEL CONFERENCE: THE SCORE AFTER NINE--1965-1974 (9TH, SCOTTSDALE, ARIZONA, MARCH 18-21, 1974).
VT 101 918 715
RESEARCH PRIORITIES IN POST SECONDARY VOCATIONAL, TECHNICAL AND ADULT EDUCATION IN WISCONSIN FOR 1975-1977.
VT 101 927 719
RESEARCH RELATED TO THE REGIONAL CAREER EDUCATION DEVELOPMENT PROJECT. FINAL REPORT.

ELECTRICAL APPLIANCE SERVICEMEN
VT 101 949 729
PRODUCT SERVICES MODULE. AN EVALUATION REPORT FOR THE OCCUPATIONAL EXPLORATION PROGRAM.

ELECTRICAL OCCUPATIONS
VT 101 858 690
AN ANALYSIS OF THE RESIDENTIAL ELECTRICITY OCCUPATION.
VT 101 949 729
PRODUCT SERVICES MODULE. AN EVALUATION REPORT FOR THE OCCUPATIONAL EXPLORATION PROGRAM.

ELECTRICIANS
VT 101 858 690
AN ANALYSIS OF THE RESIDENTIAL ELECTRICITY OCCUPATION.

ELECTRONIC DATA PROCESSING
VT 101 804 666
BUSINESS DATA PROCESSING. A TEACHER'S GUIDE.

ELEMENTARY SCHOOL STUDENTS
VT 101 807 668
CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM. LESSON PLAN MANUAL II LOWER ELEMENTARY.
VT 101 808 668
CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM. LESSON PLAN MANUAL III UPPER ELEMENTARY.

ELEMENTARY SECONDARY EDUCATION
VT 101 912 712
HUMAN AND COMPUTER ASSISTED CAREER ACHIEVEMENT SKILLS PROGRAM (FORMERLY CCEM COMPUTER ASSISTED GUIDANCE PROGRAM). PHASE III REPORT.

ENROLLMENT
VT 101 887 702
A SURVEY OF ADULT AND CONTINUING EDUCATION PROGRAMS IN NEVADA. FISCAL YEAR 1973-74.

ENTREPRENEURS
VT 101 828 676
AN ANALYSIS OF THE SMALL BUSINESS MANAGING OCCUPATION.

EQUIPMENT MAINTENANCE
VT 101 936 724
ANALYSIS OF THE DEMAND OF INDUSTRIES FOR A LIFT TRUCK MAINTENANCE TRAINING PROGRAM WITHIN VTAE DISTRICT 15. FINAL REPORT.

SUBJECT INDEX

PAGE

EVALUATION
VT 101 949 729
PRODUCT SERVICES MODULE. AN EVALUATION REPORT FOR THE OCCUPATIONAL EXPLORATION PROGRAM.

EVALUATION METHOD.
VT 101 885 701
COPES (COMMUNITY COLLEGE OCCUPATIONAL PROGRAMS EVALUATION SYSTEM) REPORT: SYSTEM RELIABILITY STUDY.
VT 101 909 711
THE EVALUATION PROCESS IN EDUCATION: COMMUNICATION OR CONTROL.

FACILITY UTILIZATION RESEARCH
VT 101 941 726
AN EXPLORATORY STUDY OF PROGRAMMING FOR OCCUPATIONAL EDUCATION IN THE PAMLICO EDUCATIONAL SYSTEM. (OCCUPATIONAL EDUCATION RESEARCH PROJECT FINAL REPORT.)

FAMILY ATTITUDES
VT 101 905 709
INTERIM REPORT. PROGRESS FOR FUNDING YEAR 1973. (DATA GATHERED AT MCCONNELL AND MALMSTROM AIR FORCE BASES)

FEDERAL LEGISLATION
VT 101 888 702
DEVELOPMENT OF FEDERAL LEGISLATION MODEL FOR VOCATIONAL EDUCATION.
VT 101 889 702
LEARNING A LIVING ACROSS THE NATION. VOLUME III. PROJECT BASELINE, THIRD NATIONAL REPORT. BASELINE YEAR: 1972-73 (FISCAL YEAR 1973). PART I: NARRATIVE REPORT. PART 2: STATISTICAL ALMANAC.

PAGE

FINANCE OCCUPATIONS
VT 101 848 685
AN ANALYSIS OF THE BANK TELLER OCCUPATION.

FLORICULTURE
VT 101 861 691
AN ANALYSIS OF THE RETAIL FLORIST OCCUPATION.
VT 101 863 692
AN ANALYSIS OF THE WHOLESALE FLORIST OCCUPATION.

FOLLOWUP STUDIES
VT 101 880 699
HEALTH OCCUPATIONS FOLLOW-UP.

FOOD SERVICE OCCUPATIONS
VT 101 818 672
FOOD SERVICE--COURSES OF STUDY, GRADES 11-12.
VT 101 833 679
AN ANALYSIS OF THE BAKING OCCUPATION.

FORMATIVE EVALUATION
VT 101 912 712
HUMAN AND COMPUTER ASSISTED CAREER ACHIEVEMENT SKILLS PROGRAM (FORMERLY CCEM COMPUTER ASSISTED GUIDANCE PROGRAM). PHASE III REPORT.

GOVERNMENT EMPLOYEES
VT 101 819 673
CATALOG OF COURSES. TRAINING POLICIES AND PROCEDURES. ANNUAL SURVEY OF TRAINING NEEDS. IN-HOUSE, INTERAGENCY AND NON-GOVERNMENT COURSES.

GRADE 5
VT 101 939 725
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. ELEMENTARY PROGRAM. FINAL REPORT. VOLUME III.

SUBJECT INDEX

PAGE

GRADE 6
VT 101 939 725
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. ELEMENTARY PROGRAM. FINAL REPORT. VOLUME III.

GRADE 7
VT 101 801 666
PROJECT REAL: RELEVANT EDUCATION, ACTIVITY CENTERED LEARNING. EXPLORING THE WORLD OF CAREERS, GRADES 7 & 8. SUPPLEMENT TO TEACHERS' GUIDE; INSTRUCTIONAL UNITS.
VT 101 817 672
CAREER EDUCATION IN LANGUAGE ARTS. A UNIT APPROACH. GRADES 7-9.

GRADE 8
VT 101 801 666
PROJECT REAL: RELEVANT EDUCATION, ACTIVITY CENTERED LEARNING. EXPLORING THE WORLD OF CAREERS, GRADES 7 & 8. SUPPLEMENT TO TEACHERS' GUIDE; INSTRUCTIONAL UNITS.

GRADE 9
VT 101 900 707
THE NINTH GRADE CAREER EXPERIENCE: A MODEL FOR SECONDARY COUNSELORS AND ADMINISTRATORS.

GRADING
VT 101 822 674
A GUIDE TO GRADING FEATURES IN SOUTHERN PINE LOGS AND TREES.

GROUP ACTIVITIES
VT 101 922 717
AN APPRAISAL OF GROUP PROJECT EFFECTIVENESS IN VOCATIONAL SUBJECTS CONDUCTED AS A PART OF THE GRADUATE STUDENT RESEARCH GRANT, PROJECT NO. 19-151-223. FINAL REPORT.

PAGE

GUIDELINES
VT 101 820 673
TEACHERS' ACCOUNTABILITY TO STUDENTS. SYLLABUS FOR 1971 CONFERENCE. WASHINGTON STATE COORDINATING COUNCIL FOR OCCUPATIONAL EDUCATION. TRADE, INDUSTRIAL, TECHNICAL AND HEALTH OCCUPATIONS EDUCATION.

GUIDES
VT 101 822 674
A GUIDE TO GRADING FEATURES IN SOUTHERN PINE LOGS AND TREES.

HANDICAPPED
VT 101 933 722
THE PLANNING OF AN AREA OCCUPATIONAL EVALUATION PROGRAM FOR THE DISADVANTAGED AND HANDICAPPED IN NORTH CAROLINA MULTI-COUNTY PLANNING REGIONS L, Q, AND R. FINAL REPORT.

HEALTH OCCUPATIONS EDUCATION
VT 101 880 699
HEALTH OCCUPATIONS FOLLOW-UP.

HIGH SCHOOL CURRICULUM
VT 101 809 669
DEVELOPMENT OF A PRE-POSTSECONDARY CURRICULUM IN SOCIAL SCIENCE FOR HIGH SCHOOL GRADES 11 AND 12.
VT 101 810 669
PRE-POSTSECONDARY CURRICULUM GUIDE DEVELOPED FOR THE STATE DEPARTMENT OF VOCATIONAL EDUCATION.

HIGH SCHOOL STUDENTS
VT 101 898 706
A CONCURRENT VALIDITY STUDY RELATING THE ARMED SERVICES VOCATIONAL APTITUDE BATTERY TO SUCCESS IN HIGH SCHOOL VOCATIONAL-TECHNICAL COURSES. AN ABSTRACT.

SUBJECT INDEX

PAGE

HORTICULTURE
VT 101 872 696
AN ANALYSIS OF THE HORTICULTURE EQUIPMENT AND SERVICES OCCUPATION.

HOUSING MANAGEMENT AIDES
VT 101 826 676
AN ANALYSIS OF THE PROPERTY MANAGING OCCUPATION.

HUMAN RELATIONS UNITS
VT 101 893 704
EVALUATION OF PSYCHOLOGY OF HUMAN RELATIONS. FINAL REPORT.

INDIANA
VT 101 932 722
A PROJECT TO PROMOTE THE NEEDS OF VOCATIONAL EDUCATION. FINAL REPORT.

INDIVIDUALIZED INSTRUCTION
VT 101 928 720
DEVELOPMENT OF THE KENTUCKY MODEL FOR MODULARIZED COMPETENCY-BASED VOCATIONAL EDUCATION. FINAL REPORT.

INDUSTRIAL PERSONNEL
VT 101 870 695
AN ANALYSIS OF THE INDUSTRIAL SALES OCCUPATION.

INDUSTRIAL TRAINING
VT 101 891 703
TRAINING AND TECHNOLOGY. A SYSTEMS APPROACH FOR INDUSTRIAL TRAINING.

INFORMATION SYSTEMS
VT 101 896 705
COMPUTER SERVICES SYSTEMS DEVELOPMENT TO COORDINATE MANPOWER NEEDS WITH OCCUPATIONAL TRAINING PROGRAMS. OCCUPATIONAL EDUCATION RESEARCH PROJECT FINAL REPORT.

PAGE

INNER CITY
VT 101 919 715
OUTREACH FOR URBAN INNER CITY YOUTH. FINAL REPORT, VOLUME I.
VT 101 920 716
EVALUATION OF PROJECT OUTREACH FOR URBAN INNER-CITY YOUTH. FINAL REPORT, VOLUME II.

INSERVICE EDUCATION
VT 101 805 667
STAFF INSERVICE TRAINING PROGRAM MANUAL. PART OF THE CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM.

INSERVICE PROGRAMS
VT 101 819 673
CATALOG OF COURSES. TRAINING POLICIES AND PROCEDURES. ANNUAL SURVEY OF TRAINING NEEDS. IN-HOUSE, INTERAGENCY AND NON-GOVERNMENT COURSES.
VT 101 926 719
PERSONNEL DEVELOPMENT FOR CAREER EDUCATION. PROJECT NO. D95810-01. FINAL REPORT.
VT 101 943 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. PROCESS SECTION. INTERIM REPORT.

INSTRUCTIONAL MATERIALS
VT 101 818 672
FOOD SERVICE--COURSES OF STUDY, GRADES 11-12.
VT 101 821 673
LAW ENFORCEMENT CURRICULUM.

INSTRUCTIONAL SYSTEMS
VT 101 928 720
DEVELOPMENT OF THE KENTUCKY MODEL FOR MODULARIZED COMPETENCY-BASED VOCATIONAL EDUCATION. FINAL REPORT.

INSURANCE OCCUPATIONS
VT 101 823 674
AN ANALYSIS OF THE INSURANCE UNDERWRITING OCCUPATION.

SUBJECT INDEX

PAGE

VT 101 871 695
AN ANALYSIS OF THE INSURANCE SALES OCCUPATION.

INTEGRATED CURRICULUM
VT 101 894 705
PROJECT VIGOR: VOCATIONAL CLUSTER EDUCATION, INTEGRATED AND ARTICULATED GRADES 1-14 WITH GUIDANCE SERVICES, OCCUPATIONAL EXPLORATION AND WORK EXPERIENCE RELEVANT TO GENERAL EDUCATION. THIRD INTERIM REPORT, APRIL 2, 1973.
VT 101 940 726
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. SECONDARY PROGRAM. FINAL REPORT. VOLUME IV.

INTERACTION
VT 101 921 716
AN INVESTIGATION OF THE INTERACTION OF LEARNING STYLES AND TYPES OF LEARNING EXPERIENCES IN VOCATIONAL-TECHNICAL EDUCATION. FINAL REPORT.

INTERACTION PROCESS ANALYSIS
VT 101 906 710
INTERPERSONAL POWER RELATIONSHIPS (AS DEFINED BY SUPERIOR-SUBORDINATE INTERSECTIONS).

INTERPERSONAL RELATIONSHIP
VT 101 906 710
INTERPERSONAL POWER RELATIONSHIPS (AS DEFINED BY SUPERIOR-SUBORDINATE INTERSECTIONS).
VT 101 910 711
PROJECTIVE MEASURES OF INTERPERSONAL RELATIONSHIPS AND ATTITUDES TOWARD THE AIR FORCE.

PAGE

INVESTIGATIONS
VT 101 849 686
AN ANALYSIS OF THE CREDIT INVESTIGATION OCCUPATION.

JOB PLACEMENT
VT 101 903 708
IMPROVING EFFECTIVENESS OF MULTI-COUNTY AREA VOCATIONAL PROGRAMS THROUGH THE PROVISION OF IMPROVED JOB PLACEMENT SERVICES. EXEMPLARY PROJECT. FINAL REPORT.

JOB SATISFACTION
VT 101 905 709
INTERIM REPORT. PROGRESS FOR FUNDING YEAR 1973. (DATA GATHERED AT MCCONNELL AND MALMSTROM AIR FORCE BASES)

JOB SKILLS
VT 101 823 674
AN ANALYSIS OF THE INSURANCE UNDERWRITING OCCUPATION.
VT 101 824 675
AN ANALYSIS OF THE PERSONAL MANAGING OCCUPATION. (PERSONNEL MANAGER)
VT 101 825 675
AN ANALYSIS OF THE PURCHASING OCCUPATION.
VT 101 826 676
AN ANALYSIS OF THE PROPERTY MANAGING OCCUPATION.
VT 101 827 676
AN ANALYSIS OF THE REAL ESTATE OCCUPATION.
VT 101 828 676
AN ANALYSIS OF THE SMALL BUSINESS MANAGING OCCUPATION.
VT 101 829 677
AN ANALYSIS OF THE TERMINAL CLERKING OCCUPATION.
VT 101 830 677
AN ANALYSIS OF THE TERMINAL DISPATCHING OCCUPATION.
VT 101 831 678
AN ANALYSIS OF THE TERMINAL MATERIALS HANDLING OCCUPATION.

SUBJECT INDEX

PAGE

VT 101 832 678
AN ANALYSIS OF THE NURSERY SCHOOL TEACHER AIDE OCCUPATION.

VT 101 833 679
AN ANALYSIS OF THE BAKING OCCUPATION.

VT 101 835 680
AN ANALYSIS OF THE BILLING AND BOOKKEEPING MACHINE OPERATING OCCUPATION.

VT 101 836 680
AN ANALYSIS OF THE DATA PROCESSING OCCUPATION.

VT 101 837 680
AN ANALYSIS OF THE BOOKKEEPING OCCUPATION.

VT 101 838 681
AN ANALYSIS OF THE AIR CONDITIONING, REFRIGERATING AND HEATING OCCUPATIONS.

VT 101 839 681
AN ANALYSIS OF THE AUTO BODY REPAIR OCCUPATION.

VT 101 840 682
AN ANALYSIS OF THE AUTO MECHANIC OCCUPATION.

VT 101 841 682
AN ANALYSIS OF THE CARPENTRY OCCUPATION.

VT 101 842 683
AN ANALYSIS OF THE COMMERCIAL ART OCCUPATION.

VT 101 843 683
AN ANALYSIS OF THE INDUSTRIAL MECHANICS OCCUPATION.

VT 101 844 683
AN ANALYSIS OF THE DRAFTING OCCUPATION.

VT 101 845 684
AN ANALYSIS OF THE DIESEL TRUCK MECHANIC OCCUPATION.

VT 101 846 684
AN ANALYSIS OF THE INFORMATION RECEPTIONIST OCCUPATION.

VT 101 847 685
AN ANALYSIS OF THE AUTOMOTIVE SERVICE OCCUPATION.

VT 101 848 685
AN ANALYSIS OF THE BANK TELLER OCCUPATION.

PAGE

VT 101 849 686
AN ANALYSIS OF THE CREDIT INVESTIGATION OCCUPATION.

VT 101 850 686
AN ANALYSIS OF THE MACHINE TRADES OCCUPATION.

VT 101 851 686
AN ANALYSIS OF THE LITHOGRAPHIC PRINTING OCCUPATION.

VT 101 852 687
AN ANALYSIS OF THE TELEVISION AND RADIO SERVICE OCCUPATION.

VT 101 853 687
AN ANALYSIS OF THE RESIDENTIAL REMODELING OCCUPATION.

VT 101 854 688
AN ANALYSIS OF THE LABORATORY ASSISTING OCCUPATION.

VT 101 855 688
AN ANALYSIS OF THE WELDING OCCUPATION.

VT 101 856 689
AN ANALYSIS OF THE WASTE WATER TREATMENT MECHANIC OCCUPATION.

VT 101 857 689
AN ANALYSIS OF THE TYPEWRITER SERVICING OCCUPATION.

VT 101 858 690
AN ANALYSIS OF THE RESIDENTIAL ELECTRICITY OCCUPATION.

VT 101 859 690
AN ANALYSIS OF THE TELECOMMUNICATIONS OCCUPATION.

VT 101 860 690
AN ANALYSIS OF THE TURF SPECIALIST OCCUPATION.

VT 101 861 691
AN ANALYSIS OF THE RETAIL FLORIST OCCUPATION.

VT 101 862 691
AN ANALYSIS OF THE ADMINISTRATIVE ASSISTING OCCUPATION.

VT 101 863 692
AN ANALYSIS OF THE WHOLESALE FLORIST OCCUPATION.

VT 101 864 692
AN ANALYSIS OF THE MEDICAL RECORDS CLERKING OCCUPATION.

SUBJECT INDEX

PAGE

VT 101 865 693
AN ANALYSIS OF THE PAYROLL CLERKING OCCUPATION.

VT 101 866 693
AN ANALYSIS OF THE SECONDARY SCHOOL CLERICAL AIDE OCCUPATION.

VT 101 867 693
AN ANALYSIS OF THE WORD PROCESSING OCCUPATION.

VT 101 868 694
AN ANALYSIS OF THE AUTOMOBILE SALES OCCUPATION.

VT 101 869 694
AN ANALYSIS OF THE AUTO PARTS COUNTERPERSON OCCUPATION.

VT 101 870 695
AN ANALYSIS OF THE INDUSTRIAL SALES OCCUPATION.

VT 101 871 695
AN ANALYSIS OF THE INSURANCE SALES OCCUPATION.

VT 101 872 696
AN ANALYSIS OF THE HORTICULTURE EQUIPMENT AND SERVICES OCCUPATION.

VT 101 873 696
AN ANALYSIS OF THE GARDEN CENTER OCCUPATION.

VT 101 874 697
AN ANALYSIS OF THE LANDSCAPING OCCUPATION.

JOB TRAINING
VT 101 819 673
CATALOG OF COURSES. TRAINING POLICIES AND PROCEDURES. ANNUAL SURVEY OF TRAINING NEEDS. IN-HOUSE, INTERAGENCY AND NON-GOVERNMENT COURSES.

JUNIOR HIGH SCHOOL STUDENTS
VT 101 806 667
CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM. LESSON PLAN MANUAL I JUNIOR HIGH.

KENTUCKY
VT 101 927 719
RESEARCH RELATED TO THE REGIONAL CAREER EDUCATION DEVELOPMENT PROJECT. FINAL REPORT.

VT 101 928 720
DEVELOPMENT OF THE KENTUCKY MODEL FOR MODULARIZED COMPETENCY-BASED VOCATIONAL EDUCATION. FINAL REPORT.

KENTUCKY VALLEY EDUCATIONAL COOPERATIVE
VT 101 923 717
CAREER EDUCATION FOR REGION XII TO DEVELOP AND IMPLEMENT A CAREER EDUCATION CURRICULUM, 1-14 IN ELEVEN SCHOOL DISTRICTS, THE HAZARD VOCATIONAL SCHOOL AND HAZARD COMMUNITY COLLEGE. EVALUATION REPORT.

KENTUCKY VOCATIONAL EDUCATION REGION III
VT 101 925 718
CAREER EDUCATION DEVELOPMENT PROJECT. KENTUCKY VOCATIONAL EDUCATION REGION III (OWENSBORO). EVALUATION REPORT.

LABORATORY TECHNIQUES
VT 101 854 688
AN ANALYSIS OF THE LABORATORY ASSISTING OCCUPATION.

LANDSCAPING
VT 101 812 670
MINI-GRANT TO DEVELOP A SLIDE PRESENTATION OF PLANT SPECIMENS FOR USE IN VOCATIONAL HORTICULTURE, A. FINAL REPORT.

VT 101 874 697
AN ANALYSIS OF THE LANDSCAPING OCCUPATION.

SUBJECT INDEX

PAGE

LANGUAGE ARTS
VT 101 817 672
CAREER EDUCATION IN LANGUAGE ARTS. A UNIT APPROACH. GRADES 7-9.

LAW ENFORCEMENT
VT 101 821 673
LAW ENFORCEMENT CURRICULUM.

LEADERSHIP STYLES
VT 101 911 712
AN INTEGRATIVE FACTOR ANALYSIS OF LEADERSHIP MEASURES AND THEORIES.

LEARNING ACTIVITIES
VT 101 813 670
CAREER AWARENESS, GRADES 1-6 (GRADE 2).
VT 101 814 671
CAREER AWARENESS, GRADES 1-6 (GRADE 3).
VT 101 815 671
CAREER AWARENESS, GRADES 1-6 (GRADE 4).
VT 101 816 672
CAREER AWARENESS, GRADES 1-6 (GRADE 5).
VT 101 921 716
AN INVESTIGATION OF THE INTERACTION OF LEARNING STYLES AND TYPES OF LEARNING EXPERIENCES IN VOCATIONAL-TECHNICAL EDUCATION. FINAL REPORT.

LEARNING EXPERIENCE
VT 101 921 716
AN INVESTIGATION OF THE INTERACTION OF LEARNING STYLES AND TYPES OF LEARNING EXPERIENCES IN VOCATIONAL-TECHNICAL EDUCATION. FINAL REPORT.

PAGE

VT 101 922 717
AN APPRAISAL OF GROUP PROJECT EFFECTIVENESS IN VOCATIONAL SUBJECTS CONDUCTED AS A PART OF THE GRADUATE STUDENT RESEARCH GRANT, PROJECT NO. 19-151-223. FINAL REPORT.

LEARNING PROCESSES
VT 101 921 716
AN INVESTIGATION OF THE INTERACTION OF LEARNING STYLES AND TYPES OF LEARNING EXPERIENCES IN VOCATIONAL-TECHNICAL EDUCATION. FINAL REPORT.

LESSON PLANS
VT 101 802 666
TWENTY-FIVE LESSON PLANS FOR DISTRIBUTIVE EDUCATION. VOLUME 2.
VT 101 806 667
CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM. LESSON PLAN MANUAL I JUNIOR HIGH.
VT 101 807 668
CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM. LESSON PLAN MANUAL II LOWER ELEMENTARY.
VT 101 808 668
CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM. LESSON PLAN MANUAL III UPPER ELEMENTARY.

LITHOGRAPHY
VT 101 851 686
AN ANALYSIS OF THE LITHOGRAPHIC PRINTING OCCUPATION.

LUMBER INDUSTRY
VT 101 822 674
A GUIDE TO GRADING FEATURES IN SOUTHERN PINE LOGS AND TREES.

MACHINE REPAIRMEN
VT 101 843 683
AN ANALYSIS OF THE INDUSTRIAL MECHANICS OCCUPATION.

SUBJECT INDEX

PAGE

VT 101 857 689
AN ANALYSIS OF THE TYPEWRITER SERVICING OCCUPATION.

VT 101 936 724
ANALYSIS OF THE DEMAND OF INDUSTRIES FOR A LIFT TRUCK MAINTENANCE TRAINING PROGRAM WITHIN VTAE DISTRICT 15. FINAL REPORT.

MACHINE TOOL OPERATORS
VT 101 850 686
AN ANALYSIS OF THE MACHINE TRADES OCCUPATION.

MACHINISTS
VT 101 850 686
AN ANALYSIS OF THE MACHINE TRADES OCCUPATION.

MANAGEMENT
VT 101 907 710
GUIDELINES FOR MOTIVATIONAL MANAGEMENT.

VT 101 908 710
LET'S TAKE THE MANIPULATION OUT OF MANAGEMENT.

MANPOWER DEVELOPMENT
VT 101 889 702
LEARNING A LIVING ACROSS THE NATION. VOLUME III. PROJECT BASELINE, THIRD NATIONAL REPORT. BASELINE YEAR: 1972-73 (FISCAL YEAR 1973). PART I: NARRATIVE REPORT. PART 2: STATISTICAL ALMANAC.

MANPOWER NEEDS
VT 101 888 702
DEVELOPMENT OF FEDERAL LEGISLATION MODEL FOR VOCATIONAL EDUCATION.

VT 101 891 703
TRAINING AND TECHNOLOGY. A SYSTEMS APPROACH FOR INDUSTRIAL TRAINING.

PAGE

VT 101 896 705
COMPUTER SERVICES SYSTEMS DEVELOPMENT TO COORDINATE MANPOWER NEEDS WITH OCCUPATIONAL TRAINING PROGRAMS. OCCUPATIONAL EDUCATION RESEARCH PROJECT FINAL REPORT.

MANUALS
VT 101 805 667
STAFF INSERVICE TRAINING PROGRAM MANUAL. PART OF THE CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM.

VT 101 811 670
BOWLING GREEN CAREER EDUCATION MANUAL FOR TEACHERS, COUNSELORS AND ADMINISTRATORS.

MEASUREMENT INSTRUMENTS
VT 101 909 711
THE EVALUATION PROCESS IN EDUCATION: COMMUNICATION OR CONTROL.

VT 101 927 719
RESEARCH RELATED TO THE REGIONAL CAREER EDUCATION DEVELOPMENT PROJECT. FINAL REPORT.

MECHANICS (PROCESS)
VT 101 843 683
AN ANALYSIS OF THE INDUSTRIAL MECHANICS OCCUPATION.

MEDICAL LABORATORY ASSISTANTS
VT 101 854 688
AN ANALYSIS OF THE LABORATORY ASSISTING OCCUPATION.

MEDICAL RECORD TECHNICIANS
VT 101 864 692
AN ANALYSIS OF THE MEDICAL RECORDS CLERKING OCCUPATION.

SUBJECT INDEX

PAGE

MILITARY PERSONNEL
VT 101 905 709
INTERIM REPORT. PROGRESS FOR FUNDING YEAR 1973. (DATA GATHERED AT MCCONNELL AND MALMSTROM AIR FORCE BASES)

MOBILE EDUCATIONAL SERVICES
VT 101 919 715
OUTREACH FOR URBAN INNER CITY YOUTH. FINAL REPORT, VOLUME I.
VT 101 920 716
EVALUATION OF PROJECT OUTREACH FOR URBAN INNER-CITY YOUTH. FINAL REPORT, VOLUME II.

MODELS
VT 101 877 698
COURSE CONTENT AND PROGRAM EVALUATION MODEL. FINAL REPORT.
VT 101 888 702
DEVELOPMENT OF FEDERAL LEGISLATION MODEL FOR VOCATIONAL EDUCATION.
VT 101 928 720
DEVELOPMENT OF THE KENTUCKY MODEL FOR MODULARIZED COMPETENCY-BASED VOCATIONAL EDUCATION. FINAL REPORT.
VT 101 947 728
THE DEVELOPMENT OF TEACHING UNITS FOR OFFICE EDUCATION SIMULATED PROGRAMS FOR USE IN THE STATE OF NORTH DAKOTA. FINAL REPORT.
VT 101 948 729
NORTH DAKOTA OCCUPATIONAL MODELS: A CAREER CLUSTER CONCEPT. A HANDBOOK FOR NORTH DAKOTA VOCATIONAL OFFICE EDUCATION TEACHER-COORDINATORS.

MOTIVATION
VT 101 908 710
LET'S TAKE THE MANIPULATION OUT OF MANAGEMENT.

MOTIVATION TECHNIQUES
VT 101 907 710
GUIDELINES FOR MOTIVATIONAL MANAGEMENT.

MOTOR VEHICLES
VT 101 868 694
AN ANALYSIS OF THE AUTOMOBILE SALES OCCUPATION.

NATIONAL SURVEYS
VT 101 889 702
LEARNING A LIVING ACROSS THE NATION. VOLUME III. PROJECT BASELINE, THIRD NATIONAL REPORT. BASELINE YEAR: 1972-73 (FISCAL YEAR 1973). PART I: NARRATIVE REPORT. PART 2: STATISTICAL ALMANAC.

NEW HAMPSHIRE
VT 101 930 721
CURRICULUM DEVELOPMENT COORDINATION FOR NEW HAMPSHIRE SECONDARY VOCATIONAL EDUCATION. FINAL REPORT. JULY 1, 1974 - SEPTEMBER 30, 1974.

NORTH CAROLINA
VT 101 933 722
THE PLANNING OF AN AREA OCCUPATIONAL EVALUATION PROGRAM FOR THE DISADVANTAGED AND HANDICAPPED IN NORTH CAROLINA MULTI-COUNTY PLANNING REGIONS L, Q, AND R. FINAL REPORT.

NURSERY SCHOOLS
VT 101 832 678
AN ANALYSIS OF THE NURSERY SCHOOL TEACHER AIDE OCCUPATION.

NURSERY WORKERS (HORTICULTURE)
VT 101 873 696
AN ANALYSIS OF THE GARDEN CENTER OCCUPATION.

SUBJECT INDEX

PAGE

OCCUPATIONAL CHOICE

VT 101 945 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. EVALUATION SECTION. INTERIM REPORT.

OCCUPATIONAL CLUSTERS

VT 101 876 697
RESEARCH AND DEVELOPMENT PROJECT IN CAREER EDUCATION. FINAL REPORT.

VT 101 939 725
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. ELEMENTARY PROGRAM. FINAL REPORT. VOLUME III.

VT 101 940 726
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. SECONDARY PROGRAM. FINAL REPORT. VOLUME IV.

VT 101 947 728
THE DEVELOPMENT OF TEACHING UNITS FOR OFFICE EDUCATION SIMULATED PROGRAMS FOR USE IN THE STATE OF NORTH DAKOTA. FINAL REPORT.

VT 101 948 729
NORTH DAKOTA OCCUPATIONAL MODELS: A CAREER CLUSTER CONCEPT. A HANDBOOK FOR NORTH DAKOTA VOCATIONAL OFFICE EDUCATION TEACHER-COORDINATORS.

OCCUPATIONAL INFORMATION

VT 101 809 669
DEVELOPMENT OF A PRE-POSTSECONDARY CURRICULUM IN SOCIAL SCIENCE FOR HIGH SCHOOL GRADES 11 AND 12.

VT 101 810 669
PRE-POSTSECONDARY CURRICULUM GUIDE DEVELOPED FOR THE STATE DEPARTMENT OF VOCATIONAL EDUCATION.

VT 101 823 674
AN ANALYSIS OF THE INSURANCE UNDERWRITING OCCUPATION.

VT 101 824 675
AN ANALYSIS OF THE PERSONAL MANAGING OCCUPATION. (PERSONNEL MANAGER)

VT 101 825 675
AN ANALYSIS OF THE PURCHASING OCCUPATION.

VT 101 826 676
AN ANALYSIS OF THE PROPERTY MANAGING OCCUPATION.

VT 101 827 676
AN ANALYSIS OF THE REAL ESTATE OCCUPATION.

VT 101 828 676
AN ANALYSIS OF THE SMALL BUSINESS MANAGING OCCUPATION.

VT 101 829 677
AN ANALYSIS OF THE TERMINAL CLERKING OCCUPATION.

VT 101 830 677
AN ANALYSIS OF THE TERMINAL DISPATCHING OCCUPATION.

VT 101 831 678
AN ANALYSIS OF THE TERMINAL MATERIALS HANDLING OCCUPATION.

VT 101 832 678
AN ANALYSIS OF THE NURSERY SCHOOL TEACHER AIDE OCCUPATION.

VT 101 833 679
AN ANALYSIS OF THE BAKING OCCUPATION.

VT 101 835 680
AN ANALYSIS OF THE BILLING AND BOOKKEEPING MACHINE OPERATING OCCUPATION.

VT 101 836 680
AN ANALYSIS OF THE DATA PROCESSING OCCUPATION.

VT 101 837 680
AN ANALYSIS OF THE BOOKKEEPING OCCUPATION.

VT 101 838 681
AN ANALYSIS OF THE AIR CONDITIONING, REFRIGERATING AND HEATING OCCUPATIONS.

VT 101 839 681
AN ANALYSIS OF THE AUTO BODY REPAIR OCCUPATION.

SUBJECT INDEX

	PAGE
VT 101 840 AN ANALYSIS OF THE AUTO MECHANIC OCCUPATION.	682
VT 101 841 AN ANALYSIS OF THE CARPENTRY OCCUPATION.	682
VT 101 842 AN ANALYSIS OF THE COMMERCIAL ART OCCUPATION.	683
VT 101 843 AN ANALYSIS OF THE INDUSTRIAL MECHANICS OCCUPATION.	683
VT 101 844 AN ANALYSIS OF THE DRAFTING OCCUPATION.	683
VT 101 845 AN ANALYSIS OF THE DIESEL TRUCK MECHANIC OCCUPATION.	684
VT 101 846 AN ANALYSIS OF THE INFORMATION RECEPTIONIST OCCUPATION.	684
VT 101 847 AN ANALYSIS OF THE AUTOMOTIVE SERVICE OCCUPATION.	685
VT 101 848 AN ANALYSIS OF THE BANK TELLER OCCUPATION.	685
VT 101 849 AN ANALYSIS OF THE CREDIT INVESTIGATION OCCUPATION.	686
VT 101 850 AN ANALYSIS OF THE MACHINE TRADES OCCUPATION.	686
VT 101 851 AN ANALYSIS OF THE LITHOGRAPHIC PRINTING OCCUPATION.	686
VT 101 852 AN ANALYSIS OF THE TELEVISION AND RADIO SERVICE OCCUPATION.	687
VT 101 853 AN ANALYSIS OF THE RESIDENTIAL REMODELING OCCUPATION.	687
VT 101 854 AN ANALYSIS OF THE LABORATORY ASSISTING OCCUPATION.	688
VT 101 855 AN ANALYSIS OF THE WELDING OCCUPATION.	688
VT 101 856 AN ANALYSIS OF THE WASTE WATER TREATMENT MECHANIC OCCUPATION.	689
VT 101 857 AN ANALYSIS OF THE TYPEWRITER SERVICING OCCUPATION.	689
VT 101 858 AN ANALYSIS OF THE RESIDENTIAL ELECTRICITY OCCUPATION.	690
VT 101 859 AN ANALYSIS OF THE TELECOMMUNICATIONS OCCUPATION.	690
VT 101 860 AN ANALYSIS OF THE TURF SPECIALIST OCCUPATION.	690
VT 101 861 AN ANALYSIS OF THE RETAIL FLORIST OCCUPATION.	691
VT 101 862 AN ANALYSIS OF THE ADMINISTRATIVE ASSISTING OCCUPATION.	691
VT 101 863 AN ANALYSIS OF THE WHOLESALE FLORIST OCCUPATION.	692
VT 101 864 AN ANALYSIS OF THE MEDICAL RECORDS CLERKING OCCUPATION.	692
VT 101 865 AN ANALYSIS OF THE PAYROLL CLERKING OCCUPATION.	693
VT 101 866 AN ANALYSIS OF THE SECONDARY SCHOOL CLERICAL AIDE OCCUPATION.	693
VT 101 867 AN ANALYSIS OF THE WORD PROCESSING OCCUPATION.	693
VT 101 868 AN ANALYSIS OF THE AUTOMOBILE SALES OCCUPATION.	694
VT 101 869 AN ANALYSIS OF THE AUTO PARTS COUNTERPERSON OCCUPATION.	694
VT 101 870 AN ANALYSIS OF THE INDUSTRIAL SALES OCCUPATION.	695
VT 101 871 AN ANALYSIS OF THE INSURANCE SALES OCCUPATION.	695

SUBJECT INDEX

PAGE

VT 101 872 696
AN ANALYSIS OF THE HORTICULTURE EQUIPMENT AND SERVICES OCCUPATION.

VT 101 873 696
AN ANALYSIS OF THE GARDEN CENTER OCCUPATION.

VT 101 874 697
AN ANALYSIS OF THE LANDSCAPING OCCUPATION.

VT 101 875 697
CAREER INFORMATION UNIT FOR DISTRIBUTIVE EDUCATION. TEACHER HANDBOOK.

VT 101 948 729
NORTH DAKOTA OCCUPATIONAL MODELS: A CAREER CLUSTER CONCEPT. A HANDBOOK FOR NORTH DAKOTA VOCATIONAL OFFICE EDUCATION TEACHER-COORDINATORS.

VT 101 949 729
PRODUCT SERVICES MODULE. AN EVALUATION REPORT FOR THE OCCUPATIONAL EXPLORATION PROGRAM.

OFF THE JOB TRAINING
VT 101 819 673
CATALOG OF COURSES. TRAINING POLICIES AND PROCEDURES. ANNUAL SURVEY OF TRAINING NEEDS. IN-HOUSE, INTERAGENCY AND NON-GOVERNMENT COURSES.

OFFICE MACHINES
VT 101 835 680
AN ANALYSIS OF THE BILLING AND BOOKKEEPING MACHINE OPERATING OCCUPATION.

VT 101 857 689
AN ANALYSIS OF THE TYPEWRITER SERVICING OCCUPATION.

OFFICE MANAGEMENT
VT 101 862 691
AN ANALYSIS OF THE ADMINISTRATIVE ASSISTING OCCUPATION.

OFFICE OCCUPATIONS
VT 101 823 674
AN ANALYSIS OF THE INSURANCE UNDERWRITING OCCUPATION.

VT 101 846 684
AN ANALYSIS OF THE INFORMATION RECEPTIONIST OCCUPATION.

VT 101 867 693
AN ANALYSIS OF THE WORD PROCESSING OCCUPATION.

VT 101 947 728
THE DEVELOPMENT OF TEACHING UNITS FOR OFFICE EDUCATION SIMULATED PROGRAMS FOR USE IN THE STATE OF NORTH DAKOTA. FINAL REPORT.

OFFICE OCCUPATIONS EDUCATION
VT 101 947 728
THE DEVELOPMENT OF TEACHING UNITS FOR OFFICE EDUCATION SIMULATED PROGRAMS FOR USE IN THE STATE OF NORTH DAKOTA. FINAL REPORT.

VT 101 948 729
NORTH DAKOTA OCCUPATIONAL MODELS: A CAREER CLUSTER CONCEPT. A HANDBOOK FOR NORTH DAKOTA VOCATIONAL OFFICE EDUCATION TEACHER-COORDINATORS.

ORNAMENTAL HORTICULTURE OCCUPATION
VT 101 872 696
AN ANALYSIS OF THE GARDEN CENTER OCCUPATION.

PARTICIPANT SATISFACTION
VT 101 926 719
PERSONNEL DEVELOPMENT FOR CAREER EDUCATION. PROJECT NO. D95810-01. FINAL REPORT.

PAYROLL RECORDS
VT 101 865 693
AN ANALYSIS OF THE PAYROLL CLERKING OCCUPATION.

SUBJECT INDEX

PAGE

PEER RELATIONSHIP
VT 101 922 717
AN APPRAISAL OF GROUP PROJECT EFFECTIVENESS IN VOCATIONAL SUBJECTS CONDUCTED AS A PART OF THE GRADUATE STUDENT RESEARCH GRANT, PROJECT NO. 19-151-223. FINAL REPORT.

PEREORMANCE BASED EDUCATION
VT 101 897 706
A COMPREHENSIVE PLAN FOR THE DEVELOPMENT OF VOCATIONAL EDUCATION IN BOONE COUNTY, WEST VIRGINIA. FINAL REPORT.
VT 101 928 720
DEVELOPMENT OF THE KENTUCKY MODEL FOR MODULARIZED COMPETENCY-BASED VOCATIONAL EDUCATION. FINAL REPORT.

PERSONNEL DIRECTORS
VT 101 824 675
AN ANALYSIS OF THE PERSONAL MANAGING OCCUPATION. (PERSONNEL MANAGER)

PERSONNEL MANAGEMENT
VT 101 824 675
AN ANALYSIS OF THE PERSONAL MANAGING OCCUPATION. (PERSONNEL MANAGER)

PILOT PROJECTS
VT 101 890 703
CAREER EDUCATION. A GUIDE TO THE 1972-1973 PILOT PROJECT.
VT 101 913 712
COMPUTER ASSISTED OCCUPATIONAL SEARCH TECHNICAL REPORT. PART OF THE CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM.

PLANT IDENTIFICATION
VT 101 812 670
MINI-GRANT TO DEVELOP A SLIDE PRESENTATION OF PLANT SPECIMENS FOR USE IN VOCATIONAL HORTICULTURE, A. FINAL REPORT.

PAGE

POLICE EDUCATION
VT 101 821 673
LAW ENFORCEMENT CURRICULUM.

PONTIAC CITY SCHOOL DISTRICT
VT 101 942 726
CAREER EDUCATION MATERIAL DEVELOPED BY PONTIAC CAREER DEVELOPMENT PROGRAM.
VT 101 943 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. PROCESS SECTION. INTERIM REPORT.
VT 101 944 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. PRODUCT SECTION. INTERIM REPORT.
VT 101 945 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. EVALUATION SECTION. INTERIM REPORT.
VT 101 946 728
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. INTERIM REPORT.

POST SECONDARY EDUCATION
VT 101 918 715
RESEARCH PRIORITIES IN POST SECONDARY VOCATIONAL, TECHNICAL AND ADULT EDUCATION IN WISCONSIN FOR 1975-1977.

POWER STRUCTURE
VT 101 906 710
INTERPERSONAL POWER RELATIONSHIPS (AS DEFINED BY SUPERIOR-SUBORDINATE INTERSECTIONS).
VT 101 908 710
LET'S TAKE THE MANIPULATION OUT OF MANAGEMENT.

SUBJECT INDEX

PAGE

PREDICTIVE VALIDITY
VT 101 898 706
A CONCURRENT VALIDITY STUDY RELATING THE ARMED SERVICES VOCATIONAL APTITUDE BATTERY TO SUCCESS IN HIGH SCHOOL VOCATIONAL-TECHNICAL COURSES. AN ABSTRACT.

PRINTING
VT 101 851 686
AN ANALYSIS OF THE LITHOGRAPHIC PRINTING OCCUPATION.

PROGRAM COORDINATION
VT 101 941 726
AN EXPLORATORY STUDY OF PROGRAMMING FOR OCCUPATIONAL EDUCATION IN THE PAMLICO EDUCATIONAL SYSTEM. (OCCUPATIONAL EDUCATION RESEARCH PROJECT FINAL REPORT.)

PROGRAM DESCRIPTIONS
VT 101 884 701
MISSISSIPPI RESEARCH AND CURRICULUM UNIT FOR VOCATIONAL-TECHNICAL EDUCATION. ANNUAL REPORT. FISCAL YEAR 1974.
VT 101 894 705
PROJECT VIGOR: VOCATIONAL CLUSTER EDUCATION, INTEGRATED AND ARTICULATED GRADES 1-14 WITH GUIDANCE SERVICES, OCCUPATIONAL EXPLORATION AND WORK EXPERIENCE RELEVANT TO GENERAL EDUCATION. THIRD INTERIM REPORT, APRIL 2, 1973.
VT 101 895 705
MARYLAND CAREER DEVELOPMENT PROJECT (K-ADULT). INTERIM REPORT. SEPTEMBER 1972.
VT 101 937 724
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. FINAL REPORT. VOLUME I.

PAGE

PROGRAM DEVELOPMENT
VT 101 811 670
BOWLING GREEN CAREER EDUCATION MANUAL FOR TEACHERS, COUNSELORS AND ADMINISTRATORS.
VT 101 923 717
CAREER EDUCATION FOR REGION XII TO DEVELOP AND IMPLEMENT A CAREER EDUCATION CURRICULUM, 1-14 IN ELEVEN SCHOOL DISTRICTS, THE HAZARD VOCATIONAL SCHOOL AND HAZARD COMMUNITY COLLEGE. EVALUATION REPORT.
VT 101 924 718
A COMPREHENSIVE CAREER EDUCATION MODEL GRADES ONE THROUGH FOURTEEN - A RESEARCH AND DEVELOPMENT PROJECT (BOWLING GREEN). EVALUATION REPORT.
VT 101 925 718
CAREER EDUCATION DEVELOPMENT PROJECT. KENTUCKY VOCATIONAL EDUCATION REGION III (OWENSBORO). EVALUATION REPORT.

PROGRAM EVALUATION
VT 101 877 698
COURSE CONTENT AND PROGRAM EVALUATION MODEL. FINAL REPORT.
VT 101 885 701
COPES (COMMUNITY COLLEGE OCCUPATIONAL PROGRAMS EVALUATION SYSTEM) REPORT: SYSTEM RELIABILITY STUDY.
VT 101 895 705
MARYLAND CAREER DEVELOPMENT PROJECT (K-ADULT). INTERIM REPORT. SEPTEMBER 1972.
VT 101 920 716
EVALUATION OF PROJECT OUTREACH FOR URBAN INNER-CITY YOUTH. FINAL REPORT, VOLUME II.

SUBJECT INDEX

PAGE

VT 101 923 717
CAREER EDUCATION FOR REGION XII TO DEVELOP AND IMPLEMENT A CAREER EDUCATION CURRICULUM, 1-14 IN ELEVEN SCHOOL DISTRICTS, THE HAZARD VOCATIONAL SCHOOL AND HAZARD COMMUNITY COLLEGE. EVALUATION REPORT.

VT 101 924 718
A COMPREHENSIVE CAREER EDUCATION MODEL GRADES ONE THROUGH FOURTEEN - A RESEARCH AND DEVELOPMENT PROJECT (BOWLING GREEN). EVALUATION REPORT.

VT 101 925 718
CAREER EDUCATION DEVELOPMENT PROJECT. KENTUCKY VOCATIONAL EDUCATION REGION III (OWENSBORO). EVALUATION REPORT.

VT 101 938 725
GUIDED OCCUPATIONAL ORIENTATION PROJECT, SYRACUSE CITY SCHOOL DISTRICT. EVALUATION. FINAL REPORT. VOLUME II.

VT 101 945 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. EVALUATION SECTION. INTERIM REPORT.

PROGRAM GUIDES
VT 101 901 707
A HANDBOOK FOR COOPERATIVE EDUCATION STUDENTS.

PROJECT OUTREACH
VT 101 919 715
OUTREACH FOR URBAN INNER CITY YOUTH. FINAL REPORT, VOLUME I.

VT 101 920 716
EVALUATION OF PROJECT OUTREACH FOR URBAN INNER-CITY YOUTH. FINAL REPORT, VOLUME II.

PAGE

PROJECTIVE TESTS
VT 101 910 711
PROJECTIVE MEASURES OF INTERPERSONAL RELATIONSHIPS AND ATTITUDES TOWARD THE AIR FORCE.

PROPERTY MANAGEMENT
VT 101 826 676
AN ANALYSIS OF THE PROPERTY MANAGING OCCUPATION.

PUBLIC POLICY
VT 101 891 703
TRAINING AND TECHNOLOGY. A SYSTEMS APPROACH FOR INDUSTRIAL TRAINING.

VT 101 915 713
AN INTRODUCTION TO CAREER EDUCATION: A POLICY PAPER OF THE U. S. OFFICE OF EDUCATION.

VT 101 950 730
THE JANUS REPORT. A REPORT ON THE CHANGING SOCIAL SETTING IN THE UNITED STATES WITH IMPLICATIONS FOR NEW ROLES FOR STATE AND LOCAL VOCATIONAL EDUCATION PERSONNEL.

PURCHASING
VT 101 825 675
AN ANALYSIS OF THE PURCHASING OCCUPATION.

PUZZLES
VT 101 803 666
SEEK AND FIND GAMES, CROSSWORDS. VOLUME I.

RADIO TECHNOLOGY
VT 101 852 687
AN ANALYSIS OF THE TELEVISION AND RADIO SERVICE OCCUPATION.

REAL ESTATE OCCUPATIONS
VT 101 827 676
AN ANALYSIS OF THE REAL ESTATE OCCUPATION.

SUBJECT INDEX

PAGE

RECEPTIONISTS
VT 101 846 684
AN ANALYSIS OF THE INFORMATION RECEPTIONIST OCCUPATION.

REFRIGERATION MECHANICS
VT 101 838 681
AN ANALYSIS OF THE AIR CONDITIONING, REFRIGERATING AND HEATING OCCUPATIONS.

RESEARCH
VT 101 902 708
COSTS OF EDUCATIONAL ACCOUNTABILITY - A MARYLAND EXPLORATORY STUDY.

RESEARCH COORDINATING UNITS
VT 101 884 701
MISSISSIPPI RESEARCH AND CURRICULUM UNIT FOR VOCATIONAL-TECHNICAL EDUCATION. ANNUAL REPORT. FISCAL YEAR 1974.
VT 101 914 713
SEMIANNUAL REPORT ON STATE RESEARCH COORDINATING UNIT ACTIVITIES FOR THE PERIOD JANUARY 1, 1974 - JUNE 30, 1974.
VT 101 916 714
PROCEEDINGS, NATIONAL RCU PERSONNEL CONFERENCE: THE SCORE AFTER NINE--1965-1974 (9TH, SCOTTSDALE, ARIZONA, MARCH 18-21, 1974).
VT 101 917 714
ROLES AND OBJECTIVES OF STATE RESEARCH COORDINATING UNITS AS PERCEIVED BY RCU DIRECTORS AND STATE DIRECTORS OF VOCATIONAL EDUCATION.

RESEARCH NEEDS
VT 101 918 715
RESEARCH PRIORITIES IN POST SECONDARY VOCATIONAL, TECHNICAL AND ADULT EDUCATION IN WISCONSIN FOR 1975-1977.

PAGE

RESEARCH PROJECTS
VT 101 876 697
RESEARCH AND DEVELOPMENT PROJECT IN CAREER EDUCATION. FINAL REPORT.
VT 101 882 700
CONCEPTS, TOPICS AND OBJECTIVES FOR CONSUMER EDUCATION, K-ADULT.
VT 101 884 701
MISSISSIPPI RESEARCH AND CURRICULUM UNIT FOR VOCATIONAL-TECHNICAL EDUCATION. ANNUAL REPORT. FISCAL YEAR 1974.
VT 101 899 707
ABSTRACTS OF COMPLETED 1973-74 RESEARCH - EXEMPLARY PROJECTS.
VT 101 912 712
HUMAN AND COMPUTER ASSISTED CAREER ACHIEVEMENT SKILLS PROGRAM (FORMERLY CCEM COMPUTER ASSISTED GUIDANCE PROGRAM). PHASE III REPORT.
VT 101 914 713
SEMIANNUAL REPORT ON STATE RESEARCH COORDINATING UNIT ACTIVITIES FOR THE PERIOD JANUARY 1, 1974 - JUNE 30, 1974.
VT 101 916 714
PROCEEDINGS, NATIONAL RCU PERSONNEL CONFERENCE: THE SCORE AFTER NINE--1965-1974 (9TH, SCOTTSDALE, ARIZONA, MARCH 18-21, 1974).

RESOURCE CENTERS
VT 101 933 722
THE PLANNING OF AN AREA OCCUPATIONAL EVALUATION PROGRAM FOR THE DISADVANTAGED AND HANDICAPPED IN NORTH CAROLINA MULTI-COUNTY PLANNING REGIONS L, Q, AND R. FINAL REPORT.

SUBJECT INDEX

PAGE

RESOURCE UNITS
VT 101 811 670
BOWLING GREEN CAREER EDUCATION MANUAL FOR TEACHERS, COUNSELORS AND ADMINISTRATORS.

RETAILING
VT 101 861 691
AN ANALYSIS OF THE RETAIL FLORIST OCCUPATION.

ROLE PERCEPTION
VT 101 906 710
INTERPERSONAL POWER RELATIONSHIPS (AS DEFINED BY SUPERIOR-SUBORDINATE INTERSECTIONS).
VT 101 917 714
ROLES AND OBJECTIVES OF STATE RESEARCH COORDINATING UNITS AS PERCEIVED BY RCU DIRECTORS AND STATE DIRECTORS OF VOCATIONAL EDUCATION.

SALES OCCUPATIONS
VT 101 827 676
AN ANALYSIS OF THE REAL ESTATE OCCUPATION.
VT 101 868 694
AN ANALYSIS OF THE AUTOMOBILE SALES OCCUPATION.
VT 101 869 694
AN ANALYSIS OF THE AUTO PARTS COUNTERPERSON OCCUPATION.
VT 101 870 695
AN ANALYSIS OF THE INDUSTRIAL SALES OCCUPATION.
VT 101 871 695
AN ANALYSIS OF THE INSURANCE SALES OCCUPATION.

SCHOOL AIDES
VT 101 866 693
AN ANALYSIS OF THE SECONDARY SCHOOL CLERICAL AIDE OCCUPATION.

SCHOOL DISTRICTS
VT 101 923 717
CAREER EDUCATION FOR REGION XII TO DEVELOP AND IMPLEMENT A CAREER EDUCATION CURRICULUM, 1-14 IN ELEVEN SCHOOL DISTRICTS, THE HAZARD VOCATIONAL SCHOOL AND HAZARD COMMUNITY COLLEGE. EVALUATION REPORT.
VT 101 924 718
A COMPREHENSIVE CAREER EDUCATION MODEL GRADES ONE THROUGH FOURTEEN - A RESEARCH AND DEVELOPMENT PROJECT (BOWLING GREEN). EVALUATION REPORT.
VT 101 925 718
CAREER EDUCATION DEVELOPMENT PROJECT. KENTUCKY VOCATIONAL EDUCATION REGION III (OWENSBORO). EVALUATION REPORT.

SCHOOL SURVEYS
VT 101 931 721
RESEARCH RELATED TO BOWLING GREEN INDEPENDENT SCHOOL SYSTEM'S COMPREHENSIVE CAREER EDUCATION MODEL. FINAL REPORT.

SCHOOL VISITATION
VT 101 926 719
PERSONNEL DEVELOPMENT FOR CAREER EDUCATION. PROJECT NO. D95810-01. FINAL REPORT.

SECONDARY GRADES
VT 101 940 726
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. SECONDARY PROGRAM. FINAL REPORT. VOLUME IV.

SECONDARY SCHOOL COUNSELORS
VT 101 900 707
THE NINTH GRADE CAREER EXPERIENCE: A MODEL FOR SECONDARY COUNSELORS AND ADMINISTRATORS.

SUBJECT INDEX

PAGE

SECONDARY SCHOOL STUDENTS
VT 101 880 699
HEALTH OCCUPATIONS FOLLOW-UP.

SELF ACTUALIZATION
VT 101 881 699
RESEARCH ON APPLICATION OF A SELF-ACTUALIZATION PROCESS IN AN ATTEMPT TO IMPROVE EFFORT AND PERFORMANCE IN SELECTED VOCATIONAL PROGRAMS. FINAL REPORT.

SELF CONCEPT TESTS
VT 101 881 699
RESEARCH ON APPLICATION OF A SELF-ACTUALIZATION PROCESS IN AN ATTEMPT TO IMPROVE EFFORT AND PERFORMANCE IN SELECTED VOCATIONAL PROGRAMS. FINAL REPORT.

SELF EVALUATION
VT 101 913 712
COMPUTER ASSISTED OCCUPATIONAL SEARCH TECHNICAL REPORT. PART OF THE CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM.

SEQUENTIAL APPROACH
VT 101 892 704
CAROLINA SCHOOL DISTRICT SEQUENTIAL APPROACH TO CAREER ORIENTATION AND PREPARATION. INTERIM REPORT.

SERVICE OCCUPATIONS
VT 101 831 678
AN ANALYSIS OF THE TERMINAL MATERIALS HANDLING OCCUPATION.
VT 101 838 681
AN ANALYSIS OF THE AIR CONDITIONING, REFRIGERATING AND HEATING OCCUPATIONS.

SERVICE VEHICLES
VT 101 829 677
AN ANALYSIS OF THE TERMINAL CLERKING OCCUPATION.

PAGE

VT 101 830 677
AN ANALYSIS OF THE TERMINAL DISPATCHING OCCUPATION.
VT 101 831 678
AN ANALYSIS OF THE TERMINAL MATERIALS HANDLING OCCUPATION.

SEWING MACHINE OPERATORS
VT 101 834 679
AN ANALYSIS OF THE ALTERATION SPECIALIST OCCUPATION.

SOCIAL CHANGE
VT 101 950 730
THE JANUS REPORT. A REPORT ON THE CHANGING SOCIAL SETTING IN THE UNITED STATES WITH IMPLICATIONS FOR NEW ROLES FOR STATE AND LOCAL VOCATIONAL EDUCATION PERSONNEL.

SOCIAL ENVIRONMENT
VT 101 950 730
THE JANUS REPORT. A REPORT ON THE CHANGING SOCIAL SETTING IN THE UNITED STATES WITH IMPLICATIONS FOR NEW ROLES FOR STATE AND LOCAL VOCATIONAL EDUCATION PERSONNEL.

SOCIAL PSYCHOLOGY
VT 101 893 704
EVALUATION OF PSYCHOLOGY OF HUMAN RELATIONS. FINAL REPORT.

SOCIAL SCIENCES
VT 101 809 669
DEVELOPMENT OF A PRE-POSTSECONDARY CURRICULUM IN SOCIAL SCIENCE FOR HIGH SCHOOL GRADES 11 AND 12.

SOUTHERN STATES
VT 101 822 674
A GUIDE TO GRADING FEATURES IN SOUTHERN PINE LOGS AND TREES.

SUBJECT INDEX

PAGE

SPANISH SPEAKING
VT 101 892 704
CAROLINA SCHOOL DISTRICT SEQUENTIAL APPROACH TO CAREER ORIENTATION AND PREPARATION. INTERIM REPORT.

STAFF IMPROVEMENT
VT 101 805 667
STAFF INSERVICE TRAINING PROGRAM MANUAL. PART OF THE CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM.

STAFF ROLE
VT 101 950 730
THE JANUS REPORT. A REPORT ON THE CHANGING SOCIAL SETTING IN THE UNITED STATES WITH IMPLICATIONS FOR NEW ROLES FOR STATE AND LOCAL VOCATIONAL EDUCATION PERSONNEL.

STATE AID
VT 101 932 722
A PROJECT TO PROMOTE THE NEEDS OF VOCATIONAL EDUCATION. FINAL REPORT.

STATE CURRICULUM GUIDES
VT 101 804 666
BUSINESS DATA PROCESSING. A TEACHER'S GUIDE.

STATE PROGRAMS
VT 101 914 713
SEMIANNUAL REPORT ON STATE RESEARCH COORDINATING UNIT ACTIVITIES FOR THE PERIOD JANUARY 1, 1974 - JUNE 30, 1974.

STATE SURVEYS
VT 101 887 702
A SURVEY OF ADULT AND CONTINUING EDUCATION PROGRAMS IN NEVADA. FISCAL YEAR 1973-74.

PAGE

VT 101 918 715
RESEARCH PRIORITIES IN POST SECONDARY VOCATIONAL, TECHNICAL AND ADULT EDUCATION IN WISCONSIN FOR 1975-1977.

STATISTICAL DATA
VT 101 889 702
LEARNING A LIVING ACROSS THE NATION. VOLUME III. PROJECT BASELINE, THIRD NATIONAL REPORT. BASELINE YEAR: 1972-73 (FISCAL YEAR 1973). PART I: NARRATIVE REPORT. PART 2: STATISTICAL ALMANAC.

STUDENT ATTITUDES
VT 101 921 716
AN INVESTIGATION OF THE INTERACTION OF LEARNING STYLES AND TYPES OF LEARNING EXPERIENCES IN VOCATIONAL-TECHNICAL EDUCATION. FINAL REPORT.

STUDENT DEVELOPED MATERIALS
VT 101 803 666
SEEK AND FIND GAMES, CROSSWORDS. VOLUME I.

STUDENT EVALUATION
VT 101 909 711
THE EVALUATION PROCESS IN EDUCATION: COMMUNICATION OR CONTROL.

STUDENT OPINION
VT 101 911 712
AN INTEGRATIVE FACTOR ANALYSIS OF LEADERSHIP MEASURES AND THEORIES.

STUDENT TEACHER RELATIONSHIP
VT 101 909 711
THE EVALUATION PROCESS IN EDUCATION: COMMUNICATION OR CONTROL.

SUBJECT INDEX

PAGE

SUMMATIVE EVALUATION
VT 101 912 712
HUMAN AND COMPUTER ASSISTED CAREER ACHIEVEMENT SKILLS PROGRAM (FORMERLY CCEM COMPUTER ASSISTED GUIDANCE PROGRAM). PHASE III REPORT.

SYRACUSE CITY SCHOOL DISTRICT
VT 101 937 724
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. FINAL REPORT. VOLUME I.
VT 101 938 725
GUIDED OCCUPATIONAL ORIENTATION PROJECT, SYRACUSE CITY SCHOOL DISTRICT. EVALUATION. FINAL REPORT. VOLUME II.
VT 101 939 725
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. ELEMENTARY PROGRAM. FINAL REPORT. VOLUME III.
VT 101 940 726
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. SECONDARY PROGRAM. FINAL REPORT. VOLUME IV.

SYSTEMS APPROACH
VT 101 886 701
COPES (COMMUNITY COLLEGE OCCUPATIONAL PROGRAMS EVALUATION SYSTEM) 1973-74 REPORT.

TASK ANALYSIS
VT 101 823 674
AN ANALYSIS OF THE INSURANCE UNDERWRITING OCCUPATION.
VT 101 824 675
AN ANALYSIS OF THE PERSONAL MANAGING OCCUPATION. (PERSONNEL MANAGER)
VT 101 825 675
AN ANALYSIS OF THE PURCHASING OCCUPATION.
VT 101 826 676
AN ANALYSIS OF THE PROPERTY MANAGING OCCUPATION.
VT 101 827 676
AN ANALYSIS OF THE REAL ESTATE OCCUPATION.
VT 101 828 676
AN ANALYSIS OF THE SMALL BUSINESS MANAGING OCCUPATION.
VT 101 829 677
AN ANALYSIS OF THE TERMINAL CLERKING OCCUPATION.
VT 101 830 677
AN ANALYSIS OF THE TERMINAL DISPATCHING OCCUPATION.
VT 101 831 678
AN ANALYSIS OF THE TERMINAL MATERIALS HANDLING OCCUPATION.
VT 101 832 678
AN ANALYSIS OF THE NURSERY SCHOOL TEACHER AIDE OCCUPATION.
VT 101 833 679
AN ANALYSIS OF THE BAKING OCCUPATION.
VT 101 834 679
AN ANALYSIS OF THE ALTERATION SPECIALIST OCCUPATION.
VT 101 835 680
AN ANALYSIS OF THE BILLING AND BOOKKEEPING MACHINE OPERATING OCCUPATION.
VT 101 836 680
AN ANALYSIS OF THE DATA PROCESSING OCCUPATION.
VT 101 837 680
AN ANALYSIS OF THE BOOKKEEPING OCCUPATION.
VT 101 838 681
AN ANALYSIS OF THE AIR CONDITIONING, REFRIGERATING AND HEATING OCCUPATIONS.
VT 101 839 681
AN ANALYSIS OF THE AUTO BODY REPAIR OCCUPATION.
VT 101 840 682
AN ANALYSIS OF THE AUTO MECHANIC OCCUPATION.
VT 101 841 682
AN ANALYSIS OF THE CARPENTRY OCCUPATION.
VT 101 842 683
AN ANALYSIS OF THE COMMERCIAL ART OCCUPATION.

SUBJECT INDEX

PAGE

VT 101 843 683
AN ANALYSIS OF THE INDUSTRIAL MECHANICS OCCUPATION.

VT 101 844 683
AN ANALYSIS OF THE DRAFTING OCCUPATION.

VT 101 845 684
AN ANALYSIS OF THE DIESEL TRUCK MECHANIC OCCUPATION.

VT 101 846 684
AN ANALYSIS OF THE INFORMATION RECEPTIONIST OCCUPATION.

VT 101 847 685
AN ANALYSIS OF THE AUTOMOTIVE SERVICE OCCUPATION.

VT 101 848 685
AN ANALYSIS OF THE BANK TELLER OCCUPATION.

VT 101 849 686
AN ANALYSIS OF THE CREDIT INVESTIGATION OCCUPATION.

VT 101 850 686
AN ANALYSIS OF THE MACHINE TRADES OCCUPATION.

VT 101 851 686
AN ANALYSIS OF THE LITHOGRAPHIC PRINTING OCCUPATION.

VT 101 852 687
AN ANALYSIS OF THE TELEVISION AND RADIO SERVICE OCCUPATION.

VT 101 853 687
AN ANALYSIS OF THE RESIDENTIAL REMODELING OCCUPATION.

VT 101 854 688
AN ANALYSIS OF THE LABORATORY ASSISTING OCCUPATION.

VT 101 855 688
AN ANALYSIS OF THE WELDING OCCUPATION.

VT 101 856 689
AN ANALYSIS OF THE WASTE WATER TREATMENT MECHANIC OCCUPATION.

VT 101 857 689
AN ANALYSIS OF THE TYPEWRITER SERVICING OCCUPATION.

VT 101 858 690
AN ANALYSIS OF THE RESIDENTIAL ELECTRICITY OCCUPATION.

PAGE

VT 101 859 690
AN ANALYSIS OF THE TELECOMMUNICATIONS OCCUPATION.

VT 101 860 690
AN ANALYSIS OF THE TURF SPECIALIST OCCUPATION.

VT 101 861 691
AN ANALYSIS OF THE RETAIL FLORIST OCCUPATION.

VT 101 862 691
AN ANALYSIS OF THE ADMINISTRATIVE ASSISTING OCCUPATION.

VT 101 863 692
AN ANALYSIS OF THE WHOLESALE FLORIST OCCUPATION.

VT 101 864 692
AN ANALYSIS OF THE MEDICAL RECORDS CLERKING OCCUPATION.

VT 101 865 693
AN ANALYSIS OF THE PAYROLL CLERKING OCCUPATION.

VT 101 866 693
AN ANALYSIS OF THE SECONDARY SCHOOL CLERICAL AIDE OCCUPATION.

VT 101 867 693
AN ANALYSIS OF THE WORD PROCESSING OCCUPATION.

VT 101 868 694
AN ANALYSIS OF THE AUTOMOBILE SALES OCCUPATION.

VT 101 869 694
AN ANALYSIS OF THE AUTO PARTS COUNTERPERSON OCCUPATION.

VT 101 870 695
AN ANALYSIS OF THE INDUSTRIAL SALES OCCUPATION.

VT 101 871 695
AN ANALYSIS OF THE INSURANCE SALES OCCUPATION.

VT 101 872 696
AN ANALYSIS OF THE HORTICULTURE EQUIPMENT AND SERVICES OCCUPATION.

VT 101 873 696
AN ANALYSIS OF THE GARDEN CENTER OCCUPATION.

VT 101 874 697
AN ANALYSIS OF THE LANDSCAPING OCCUPATION.

SUBJECT INDEX

PAGE

VT 101 930 721
CURRICULUM DEVELOPMENT COORDINATION FOR NEW HAMPSHIRE SECONDARY VOCATIONAL EDUCATION. FINAL REPORT. JULY 1, 1974 - SEPTEMBER 30, 1974.

TASK PERFORMANCE
VT 101 852 687
AN ANALYSIS OF THE TELEVISION AND RADIO SERVICE OCCUPATION.

TEACHER AIDES
VT 101 832 678
AN ANALYSIS OF THE NURSERY SCHOOL TEACHER AIDE OCCUPATION.
VT 101 866 693
AN ANALYSIS OF THE SECONDARY SCHOOL CLERICAL AIDE OCCUPATION.

TEACHER ATTITUDES
VT 101 883 700
A STUDY OF ATTITUDES TOWARD CAREER EDUCATION OF KEY ADMINISTRATIVE-SUPERVISORY PERSONNEL IN THE STATE OF MARYLAND. OCCASIONAL PAPER IN RESEARCH.

TEACHER DEVELOPED MATERIALS
VT 101 802 666
TWENTY-FIVE LESSON PLANS FOR DISTRIBUTIVE EDUCATION. VOLUME 2.

TEACHER EVALUATION
VT 101 909 711
THE EVALUATION PROCESS IN EDUCATION: COMMUNICATION OR CONTROL.

PAGE

TEACHER WORKSHOPS
VT 101 820 673
TEACHERS' ACCOUNTABILITY TO STUDENTS. SYLLABUS FOR 1971 CONFERENCE. WASHINGTON STATE COORDINATING COUNCIL FOR OCCUPATIONAL EDUCATION. TRADE, INDUSTRIAL, TECHNICAL AND HEALTH OCCUPATIONS EDUCATION.
VT 101 929 720
COMMUNICATIONS SKILLS WORKSHOP 1974 FOR VOCATIONAL, TECHNICAL AND ADULT EDUCATION INSTRUCTORS.

TEACHING GUIDES
VT 101 804 666
BUSINESS DATA PROCESSING. A TEACHER'S GUIDE.
VT 101 875 697
CAREER INFORMATION UNIT FOR DISTRIBUTIVE EDUCATION. TEACHER HANDBOOK.
VT 101 948 729
NORTH DAKOTA OCCUPATIONAL MODELS: A CAREER CLUSTER CONCEPT. A HANDBOOK FOR NORTH DAKOTA VOCATIONAL OFFICE EDUCATION TEACHER-COORDINATORS.

TEACHING METHODS
VT 101 802 666
TWENTY-FIVE LESSON PLANS FOR DISTRIBUTIVE EDUCATION. VOLUME 2.

TECHNICAL EDUCATION
VT 101 891 703
TRAINING AND TECHNOLOGY. A SYSTEMS APPROACH FOR INDUSTRIAL TRAINING.
VT 101 896 705
COMPUTER SERVICES SYSTEMS DEVELOPMENT TO COORDINATE MANPOWER NEEDS WITH OCCUPATIONAL TRAINING PROGRAMS. OCCUPATIONAL EDUCATION RESEARCH PROJECT FINAL REPORT.

SUBJECT INDEX

PAGE

VT 101 929 720
COMMUNICATIONS SKILLS WORKSHOP 1974 FOR VOCATIONAL, TECHNICAL AND ADULT EDUCATION INSTRUCTORS.

TECHNICAL INSTITUTES
VT 101 893 704
EVALUATION OF PSYCHOLOGY OF HUMAN RELATIONS. FINAL REPORT.

TELECOMMUNICATION
VT 101 859 690
AN ANALYSIS OF THE TELECOMMUNICATIONS OCCUPATION.

TELEVISION REPAIRMEN
VT 101 852 687
AN ANALYSIS OF THE TELEVISION AND RADIO SERVICE OCCUPATION.

TELLERS (BANKING)
VT 101 848 685
AN ANALYSIS OF THE BANK TELLER OCCUPATION.

TEST RELIABILITY
VT 101 885 701
COPES (COMMUNITY COLLEGE OCCUPATIONAL PROGRAMS EVALUATION SYSTEM) REPORT: SYSTEM RELIABILITY STUDY.

TEST RESULTS
VT 101 885 701
COPES (COMMUNITY COLLEGE OCCUPATIONAL PROGRAMS EVALUATION SYSTEM) REPORT: SYSTEM RELIABILITY STUDY.

TEST VALIDITY
VT 101 898 706
A CONCURRENT VALIDITY STUDY RELATING THE ARMED SERVICES VOCATIONAL APTITUDE BATTERY TO SUCCESS IN HIGH SCHOOL VOCATIONAL-TECHNICAL COURSES. AN ABSTRACT.

PAGE

TESTING
VT 101 885 701
COPES (COMMUNITY COLLEGE OCCUPATIONAL PROGRAMS EVALUATION SYSTEM) REPORT: SYSTEM RELIABILITY STUDY.

TREES
VT 101 822 674
A GUIDE TO GRADING FEATURES IN SOUTHERN PINE LOGS AND TREES.

TRUCKING INDUSTRY
VT 101 829 677
AN ANALYSIS OF THE TERMINAL CLERKING OCCUPATION.
VT 101 830 677
AN ANALYSIS OF THE TERMINAL DISPATCHING OCCUPATION.
VT 101 831 678
AN ANALYSIS OF THE TERMINAL MATERIALS HANDLING OCCUPATION.
VT 101 936 724
ANALYSIS OF THE DEMAND OF INDUSTRIES FOR A LIFT TRUCK MAINTENANCE TRAINING PROGRAM WITHIN VTAE DISTRICT 15. FINAL REPORT.

TURF MANAGEMENT
VT 101 860 690
AN ANALYSIS OF THE TURF SPECIALIST OCCUPATION.

URBAN SCHOOLS
VT 101 937 724
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. FINAL REPORT. VOLUME I.

VETERANS EDUCATION
VT 101 904 709
AN EXEMPLARY PROGRAM IN OCCUPATIONAL EDUCATION FOR THE VETERAN. FINAL REPORT.

VIRGINIA
VT 101 804 666
BUSINESS DATA PROCESSING. A TEACHER'S GUIDE.

SUBJECT INDEX

PAGE

VOCATIONAL APTITUDE
VT 101 898 706
A CONCURRENT VALIDITY STUDY RELATING THE ARMED SERVICES VOCATIONAL APTITUDE BATTERY TO SUCCESS IN HIGH SCHOOL VOCATIONAL-TECHNICAL COURSES. AN ABSTRACT.

VOCATIONAL DEVELOPMENT
VT 101 875 697
CAREER INFORMATION UNIT FOR DISTRIBUTIVE EDUCATION. TEACHER HANDBOOK.
VT 101 895 705
MARYLAND CAREER DEVELOPMENT PROJECT (K-ADULT). INTERIM REPORT. SEPTEMBER 1972.
VT 101 942 726
CAREER EDUCATION MATERIAL DEVELOPED BY PONTIAC CAREER DEVELOPMENT PROGRAM.
VT 101 943 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. PROCESS SECTION. INTERIM REPORT.
VT 101 944 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. PRODUCT SECTION. INTERIM REPORT.
VT 101 945 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. EVALUATION SECTION. INTERIM REPORT.
VT 101 946 728
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. INTERIM REPORT.

VOCATIONAL DIRECTORS
VT 101 917 714
ROLES AND OBJECTIVES OF STATE RESEARCH COORDINATING UNITS AS PERCEIVED BY RCU DIRECTORS AND STATE DIRECTORS OF VOCATIONAL EDUCATION.

PAGE

VT 101 918 715
RESEARCH PRIORITIES IN POST SECONDARY VOCATIONAL, TECHNICAL AND ADULT EDUCATION IN WISCONSIN FOR 1975-1977.

VOCATIONAL EDUCATION
VT 101 878 698
AN EIGHT DISTRICT PLANNING CONSORTIUM AND CAREER PREPARATION DELIVERY SYSTEM. INTERIM REPORT, AUGUST, 1973.
VT 101 879 699
RESEARCH AND DEVELOPMENT IN CAREER EDUCATION. FINAL REPORT.
VT 101 888 702
DEVELOPMENT OF FEDERAL LEGISLATION MODEL FOR VOCATIONAL EDUCATION.
VT 101 889 702
LEARNING A LIVING ACROSS THE NATION. VOLUME III. PROJECT BASELINE, THIRD NATIONAL REPORT. BASELINE YEAR: 1972-73 (FISCAL YEAR 1973). PART I: NARRATIVE REPORT. PART 2: STATISTICAL ALMANAC.
VT 101 892 704
CAROLINA SCHOOL DISTRICT SEQUENTIAL APPROACH TO CAREER ORIENTATION AND PREPARATION. INTERIM REPORT.
VT 101 897 706
A COMPREHENSIVE PLAN FOR THE DEVELOPMENT OF VOCATIONAL EDUCATION IN BOONE COUNTY, WEST VIRGINIA. FINAL REPORT.
VT 101 903 708
IMPROVING EFFECTIVENESS OF MULTI-COUNTY AREA VOCATIONAL PROGRAMS THROUGH THE PROVISION OF IMPROVED JOB PLACEMENT SERVICES. EXEMPLARY PROJECT. FINAL REPORT.
VT 101 914 713
SEMIANNUAL REPORT ON STATE RESEARCH COORDINATING UNIT ACTIVITIES FOR THE PERIOD JANUARY 1, 1974 - JUNE 30, 1974.

SUBJECT INDEX

PAGE

VT 101 929 720
COMMUNICATIONS SKILLS WORKSHOP 1974 FOR VOCATIONAL, TECHNICAL AND ADULT EDUCATION INSTRUCTORS.

VT 101 930 721
CURRICULUM DEVELOPMENT COORDINATION FOR NEW HAMPSHIRE SECONDARY VOCATIONAL EDUCATION. FINAL REPORT. JULY 1, 1974 - SEPTEMBER 30, 1974.

VT 101 932 722
A PROJECT TO PROMOTE THE NEEDS OF VOCATIONAL EDUCATION. FINAL REPORT.

VT 101 950 730
THE JANUS REPORT. A REPORT ON THE CHANGING SOCIAL SETTING IN THE UNITED STATES WITH IMPLICATIONS FOR NEW ROLES FOR STATE AND LOCAL VOCATIONAL EDUCATION PERSONNEL.

VOCATIONAL REHABILITATION
VT 101 933 722
THE PLANNING OF AN AREA OCCUPATIONAL EVALUATION PROGRAM FOR THE DISADVANTAGED AND HANDICAPPED IN NORTH CAROLINA MULTI-COUNTY PLANNING REGIONS L, Q, AND R. FINAL REPORT.

WASTE DISPOSAL
VT 101 856 689
AN ANALYSIS OF THE WASTE WATER TREATMENT MECHANIC OCCUPATION.

WATER POLLUTION CONTROL
VT 101 856 689
AN ANALYSIS OF THE WASTE WATER TREATMENT MECHANIC OCCUPATION.

WELDERS
VT 101 855 688
AN ANALYSIS OF THE WELDING OCCUPATION.

WELDING
VT 101 855 688
AN ANALYSIS OF THE WELDING OCCUPATION.

WHOLESALING
VT 101 863 692
AN ANALYSIS OF THE WHOLESALE FLORIST OCCUPATION.

WISCONSIN
VT 101 918 715
RESEARCH PRIORITIES IN POST SECONDARY VOCATIONAL, TECHNICAL AND ADULT EDUCATION IN WISCONSIN FOR 1975-1977.

WORK ATTITUDES
VT 101 905 709
INTERIM REPORT. PROGRESS FOR FUNDING YEAR 1973. (DATA GATHERED AT MCCONNELL AND MALMSTROM AIR FORCE BASES)

VT 101 907 710
GUIDELINES FOR MOTIVATIONAL MANAGEMENT.

VT 101 910 711
PROJECTIVE MEASURES OF INTERPERSONAL RELATIONSHIPS AND ATTITUDES TOWARD THE AIR FORCE.

WORK EXPERIENCE
VT 101 900 707
THE NINTH GRADE CAREER EXPERIENCE: A MODEL FOR SECONDARY COUNSELORS AND ADMINISTRATORS.

AUTHOR INDEX

This index lists documents under the name(s) of their author(s). The index is arranged in alphabetical order by the person's last name and/or the institution's full name.

As shown in the example below, the page on which the document abstract appears is displayed above the title.

AMHERST REGIONAL HIGH SCHOOL, MASS.
VT 100 096 24
ADVANCED CHILD STUDY: COURSE OF STUDY.
VT 100 097 25
CHILD STUDY: A HOME ECONOMICS RELATED OCCUPATIONAL COURSE. PHASE 3,4,5.

ARIZONA STATE DEPT. OF VOCATIONAL EDUCATION, PHOENIX.
VT 100 006 2
POWER TECHNOLOGY: A CURRICULUM GUIDE FOR INDUSTRIAL ARTS.

AUTHOR INDEX

	PAGE
ABELL, GEORGE H.	
VT 101 829 AN ANALYSIS OF THE TERMINAL CLERKING OCCUPATION.	677
VT 101 830 AN ANALYSIS OF THE TERMINAL DISPATCHING OCCUPATION.	677
ADMIRAL PEARY AREA VOCATIONAL-TECHNICAL SCHOOL, EBENSBURG, PA.	
VT 101 900 THE NINTH GRADE CAREER EXPERIENCE: A MODEL FOR SECONDARY COUNSELORS AND ADMINISTRATORS.	707
ALTSCHULD, JAMES W.	
VT 101 949 PRODUCT SERVICES MODULE. AN EVALUATION REPORT FOR THE OCCUPATIONAL EXPLORATION PROGRAM.	729
ALTSTADT, RALPH A.	
VT 101 860 AN ANALYSIS OF THE TURF SPECIALIST OCCUPATION.	690
ARMED FORCES VOCATIONAL TESTING GROUP, RANDOLPH AFB, TEX.	
VT 101 898 A CONCURRENT VALIDITY STUDY RELATING THE ARMED SERVICES VOCATIONAL APTITUDE BATTERY TO SUCCESS IN HIGH SCHOOL VOCATIONAL-TECHNICAL COURSES. AN ABSTRACT.	706
AUBURN UNIV., ALA. DEPT. OF VOCATIONAL AND ADULT EDUCATION.	
VT 101 880 HEALTH OCCUPATIONS FOLLOW-UP.	699
BALL STATE UNIV., MUNCIE, IND. DEPT. OF COUNSELING PSYCHOLOGY AND GUIDANCE SERVICES.	
VT 101 935 CEPHALIC PROJECT: CAREER EDUCATION PROJECT HELPING ALL IN COUNSELING. FINAL REPORT.	723
BANKS, JOHN C.	
VT 101 921 AN INVESTIGATION OF THE INTERACTION OF LEARNING STYLES AND TYPES OF LEARNING EXPERIENCES IN VOCATIONAL-TECHNICAL EDUCATION. FINAL REPORT.	716
BETH, GERTRUDE K.	
VT 101 832 AN ANALYSIS OF THE NURSERY SCHOOL TEACHER AIDE OCCUPATION.	678
BOMAC, ROBERT D.	
VT 101 868 AN ANALYSIS OF THE AUTOMOBILE SALES OCCUPATION.	694
BOISE CITY INDEPENDENT SCHOOL DISTRICT, IDAHO.	
VT 101 813 CAREER AWARENESS, GRADES 1-6 (GRADE 2).	670
VT 101 814 CAREER AWARENESS, GRADES 1-6 (GRADE 3).	671
VT 101 815 CAREER AWARENESS, GRADES 1-6 (GRADE 4).	671
VT 101 816 CAREER AWARENESS, GRADES 1-6 (GRADE 5).	672

AUTHOR INDEX

PAGE

BOONE COUNTY BOARD OF EDUCATION, MADISON, W. VA.
VT 101 897 706
A COMPREHENSIVE PLAN FOR THE DEVELOPMENT OF VOCATIONAL EDUCATION IN BOONE COUNTY, WEST VIRGINIA. FINAL REPORT.

BOWER, GEORGE L.
VT 101 898 706
A CONCURRENT VALIDITY STUDY RELATING THE ARMED SERVICES VOCATIONAL APTITUDE BATTERY TO SUCCESS IN HIGH SCHOOL VOCATIONAL-TECHNICAL COURSES. AN ABSTRACT.

BOWLING GREEN INDEPENDENT SCHOOL DISTRICT, KY.
VT 101 811 670
BOWLING GREEN CAREER EDUCATION MANUAL FOR TEACHERS, COUNSELORS AND ADMINISTRATORS.
VT 101 926 719
PERSONNEL DEVELOPMENT FOR CAREER EDUCATION. PROJECT NO. D95810-01. FINAL REPORT.

BOYADJIS, THOMAS A.
VT 101 833 679
AN ANALYSIS OF THE BAKING OCCUPATION.

BRAATEN, LARRY
VT 101 914 713
SEMIANNUAL REPORT ON STATE RESEARCH COORDINATING UNIT ACTIVITIES FOR THE PERIOD JANUARY 1, 1974 - JUNE 30, 1974.

BRANDT, DAVID
VT 101 813 670
CAREER AWARENESS, GRADES 1-6 (GRADE 2).

PAGE

VT 101 814 671
CAREER AWARENESS, GRADES 1-6 (GRADE 3).
VT 101 815 671
CAREER AWARENESS, GRADES 1-6 (GRADE 4).
VT 101 816 672
CAREER AWARENESS, GRADES 1-6 (GRADE 5).

BRAYNT, EYRIS
VT 101 836 680
AN ANALYSIS OF THE DATA PROCESSING OCCUPATION.

BREGMAN, RALPH
VT 101 950 730
THE JANUS REPORT. A REPORT ON THE CHANGING SOCIAL SETTING IN THE UNITED STATES WITH IMPLICATIONS FOR NEW ROLES FOR STATE AND LOCAL VOCATIONAL EDUCATION PERSONNEL.

BREVARD COMMUNITY COLL., COCOA, FLA.
VT 101 901 707
A HANDBOOK FOR COOPERATIVE EDUCATION STUDENTS.

BRYAN, JAMES E.
VT 101 826 676
AN ANALYSIS OF THE PROPERTY MANAGING OCCUPATION.

BUERKEL, ELAINE
VT 101 834 679
AN ANALYSIS OF THE ALTERATION SPECIALIST OCCUPATION.

AUTHOR INDEX

PAGE

BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE). WASHINGTON, D.C. DIV. OF RESEARCH AND DEMONSTRATION.
VT 101 914 713
SEMIANNUAL REPORT ON STATE RESEARCH COORDINATING UNIT ACTIVITIES FOR THE PERIOD JANUARY 1, 1974 - JUNE 30, 1974.

BUREAU OF RECLAMATION (DEPT. OF INTERIOR). DENVER, COLO. ENGINEERING AND RESEARCH CENTER.
VT 101 819 673
CATALOG OF COURSES, TRAINING POLICIES AND PROCEDURES. ANNUAL SURVEY OF TRAINING NEEDS, IN-HOUSE, INTERAGENCY AND NON-GOVERNMENT COURSES.

CALIFORNIA COMMUNITY COLLEGES, SACRAMENTO. OFFICE OF THE CHANCELLOR.
VT 101 885 701
COPES (COMMUNITY COLLEGE OCCUPATIONAL PROGRAMS EVALUATION SYSTEM) REPORT: SYSTEM RELIABILITY STUDY.
VT 101 886 701
COPES (COMMUNITY COLLEGE OCCUPATIONAL PROGRAMS EVALUATION SYSTEM) 1973-74 REPORT.

CALIFORNIA UNIV., DAVIS. DEPT. OF APPLIED BEHAVIORAL SCIENCES.
VT 101 882 700
CONCEPTS, TOPICS AND OBJECTIVES FOR CONSUMER EDUCATION, K-ADULT.

CAMPBELL, ROBERT A.
VT 101 822 674
A GUIDE TO GRADING FEATURES IN SOUTHERN PINE LOGS AND TREES.

CARNEY, BETTY
VT 101 810 669
PRE-POSTSECONDARY CURRICULUM GUIDE DEVELOPED FOR THE STATE DEPARTMENT OF VOCATIONAL EDUCATION.

CHEETWOOD, JOHN E.
VT 101 861 691
AN ANALYSIS OF THE RETAIL FLORIST OCCUPATION.

CHRIST, CHRISTOS G.
VT 101 869 694
AN ANALYSIS OF THE AUTO PARTS COUNTERPERSON OCCUPATION.

CLARK, ANTHONY B.
VT 101 856 689
AN ANALYSIS OF THE WASTE WATER TREATMENT MECHANIC OCCUPATION.

CLARY, JOSEPH B.
VT 101 924 718
A COMPREHENSIVE CAREER EDUCATION MODEL GRADES ONE THROUGH FOURTEEN - A RESEARCH AND DEVELOPMENT PROJECT (BOWLING GREEN). EVALUATION REPORT.
VT 101 925 718
CAREER EDUCATION DEVELOPMENT PROJECT. KENTUCKY VOCATIONAL EDUCATION REGION III (OWENSBORO). EVALUATION REPORT.

CLEMMONS, JESSE S.
VT 101 917 714
ROLES AND OBJECTIVES OF STATE RESEARCH COORDINATING UNITS AS PERCEIVED BY RCU DIRECTORS AND STATE DIRECTORS OF VOCATIONAL EDUCATION.

AUTHOR INDEX

	PAGE
CONNELL, JOHN B.	
VT 101 861 AN ANALYSIS OF THE RETAIL FLORIST OCCUPATION.	691
CONNOR, MICHAEL	
VT 101 840 AN ANALYSIS OF THE AUTO MECHANIC OCCUPATION.	682
CONTROL SYSTEMS RESEARCH, INC., CHICAGO, ILL.	
VT 101 904 AN EXEMPLARY PROGRAM IN OCCUPATIONAL EDUCATION FOR THE VETERAN. FINAL REPORT.	709
COOPERATIVE ACCOUNTABILITY PROJECT, DENVER, COLO.	
VT 101 902 COSTS OF EDUCATIONAL ACCOUNTABILITY - A MARYLAND EXPLORATORY STUDY.	708
CROSS, DON	
VT 101 823 AN ANALYSIS OF THE INSURANCE UNDERWRITING OCCUPATION.	674
DAVID DOUGLAS PUBLIC SCHOOLS, PORTLAND, OREG.	
VT 101 818 FOOD SERVICE--COURSES OF STUDY, GRADES 11-12.	672
VT 101 894 PROJECT VIGOR: VOCATIONAL CLUSTER EDUCATION, INTEGRATED AND ARTICULATED GRADES 1-14 WITH GUIDANCE SERVICES, OCCUPATIONAL EXPLORATION AND WORK EXPERIENCE RELEVANT TO GENERAL EDUCATION. THIRD INTERIM REPORT, APRIL 2, 1973.	705
DAVIDSON, KENNETH T.	
VT 101 903 IMPROVING EFFECTIVENESS OF MULTI-COUNTY AREA VOCATIONAL PROGRAMS THROUGH THE PROVISION OF IMPROVED JOB PLACEMENT SERVICES. EXEMPLARY PROJECT. FINAL REPORT.	708
DEARTH, CHARLES E.	
VT 101 858 AN ANALYSIS OF THE RESIDENTIAL ELECTRICITY OCCUPATION.	690
DELAWARE STATE COLL., DOVER.	
VT 101 802 TWENTY-FIVE LESSON PLANS FOR DISTRIBUTIVE EDUCATION. VOLUME 2.	666
VT 101 803 SEEK AND FIND GAMES, CROSSWORDS. VOLUME I.	666
DELUZIN, JAMES B.	
VT 101 869 AN ANALYSIS OF THE AUTO PARTS COUNTERPERSON OCCUPATION.	694
DILLEY, JOHN E.	
VT 101 874 AN ANALYSIS OF THE LANDSCAPING OCCUPATION.	697
DIPLACIDO, PAT E.	
VT 101 828 AN ANALYSIS OF THE SMALL BUSINESS MANAGING OCCUPATION.	676
DUNN, CAROLYN M.	
VT 101 896 COMPUTER SERVICES SYSTEMS DEVELOPMENT TO COORDINATE MANPOWER NEEDS WITH OCCUPATIONAL TRAINING PROGRAMS. OCCUPATIONAL EDUCATION RESEARCH PROJECT FINAL REPORT.	705

AUTHOR INDEX

	PAGE
DUSTMAN, GLADYS E. VT 101 932 A PROJECT TO PROMOTE THE NEEDS OF VOCATIONAL EDUCATION. FINAL REPORT.	722
EAST PROVIDENCE SCHOOL DEPT., R. I. VT 101 890 CAREER EDUCATION. A GUIDE TO THE 1972-1973 PILOT PROJECT.	703
EDUCATIONAL SERVICES, INC., WACO, TEX. VT 101 938 GUIDED OCCUPATIONAL ORIENTATION PROJECT, SYRACUSE CITY SCHOOL DISTRICT. EVALUATION. FINAL REPORT. VOLUME II.	725
EMORY, HAROLD L. VT 101 850 AN ANALYSIS OF THE MACHINE TRADES OCCUPATION.	686
EVANSVILLE-VANDERBURGH SCHOOL CORP., IND. VT 101 812 MINI-GRANT TO DEVELOP A SLIDE PRESENTATION OF PLANT SPECIMENS FOR USE IN VOCATIONAL HORTICULTURE, A. FINAL REPORT.	670
FARDIG, GLEN E. VT 101 928 DEVELOPMENT OF THE KENTUCKY MODEL FOR MODULARIZED COMPETENCY-BASED VOCATIONAL EDUCATION. FINAL REPORT.	720
FOREST SERVICE (DOA), ASHEVILLE, N.C. SOUTHEASTERN FOREST EXPERIMENT STATION. VT 101 822 A GUIDE TO GRADING FEATURES IN SOUTHERN PINE LOGS AND TREES.	674
FOURMAN, THOMAS VT 101 810 PRE-POSTSECONDARY CURRICULUM GUIDE DEVELOPED FOR THE STATE DEPARTMENT OF VOCATIONAL EDUCATION.	669
FOX VALLEY TECHNICAL INST., APPLETON, WIS. VT 101 921 AN INVESTIGATION OF THE INTERACTION OF LEARNING STYLES AND TYPES OF LEARNING EXPERIENCES IN VOCATIONAL-TECHNICAL EDUCATION. FINAL REPORT.	716
FRASS, MELVIN R. VT 101 838 AN ANALYSIS OF THE AIR CONDITIONING, REFRIGERATING AND HEATING OCCUPATIONS.	681
FRAZER, WILLIAM C. VT 101 848 AN ANALYSIS OF THE BANK TELLER OCCUPATION.	685
FUGATE, DOUGLAS VT 101 809 DEVELOPMENT OF A PRE-POSTSECONDARY CURRICULUM IN SOCIAL SCIENCE FOR HIGH SCHOOL GRADES 11 AND 12.	669

AUTHOR INDEX

	PAGE
GUSTAFSON, RICHARD A. VT 101 930 CURRICULUM DEVELOPMENT COORDINATION FOR NEW HAMPSHIRE SECONDARY VOCATIONAL EDUCATION. FINAL REPORT. JULY 1, 1974 - SEPTEMBER 30, 1974.	721
HALL, CHARLES W. VT 101 850 AN ANALYSIS OF THE MACHINE TRADES OCCUPATION.	686
HALL, EUGENE J. VT 101 843 AN ANALYSIS OF THE INDUSTRIAL MECHANICS OCCUPATION.	683
HARBAGE, MONROE VT 101 872 AN ANALYSIS OF THE HORTICULTURE EQUIPMENT AND SERVICES OCCUPATION.	696
HARESTAD, CLIFFORD E. VT 101 827 AN ANALYSIS OF THE REAL ESTATE OCCUPATION.	676
HARNISH, RONALD VT 101 837 AN ANALYSIS OF THE BOOKKEEPING OCCUPATION.	680
HIGHLINE COMMUNITY COLL., MIDWAY, WASH. VT 101 821 LAW ENFORCEMENT CURRICULUM.	673
HILL, SHERRY G. VT 101 897 A COMPREHENSIVE PLAN FOR THE DEVELOPMENT OF VOCATIONAL EDUCATION IN BOONE COUNTY, WEST VIRGINIA. FINAL REPORT.	706
HOLDER, HAROLD H. VT 101 938 GUIDED OCCUPATIONAL ORIENTATION PROJECT, SYRACUSE CITY SCHOOL DISTRICT. EVALUATION. FINAL REPORT. VOLUME II.	725
HOSKINSON, KAREN VT 101 862 AN ANALYSIS OF THE ADMINISTRATIVE ASSISTING OCCUPATION.	691
HOWSMON, RONALD L. VT 101 873 AN ANALYSIS OF THE GARDEN CENTER OCCUPATION.	696
HOYT, KENNETH B. VT 101 915 AN INTRODUCTION TO CAREER EDUCATION: A POLICY PAPER OF THE U. S. OFFICE OF EDUCATION.	713
INNIS, GENE A. VT 101 851 AN ANALYSIS OF THE LITHOGRAPHIC PRINTING OCCUPATION.	686
JAHODA, JOHN J. VT 101 900 THE NINTH GRADE CAREER EXPERIENCE: A MODEL FOR SECONDARY COUNSELORS AND ADMINISTRATORS.	707
JOHNSON, MILO P. VT 101 820 TEACHERS' ACCOUNTABILITY TO STUDENTS. SYLLABUS FOR 1971 CONFERENCE. WASHINGTON STATE COORDINATING COUNCIL FOR OCCUPATIONAL EDUCATION. TRADE, INDUSTRIAL, TECHNICAL AND HEALTH OCCUPATIONS EDUCATION.	673

AUTHOR INDEX

	PAGE
JONES, OTHO ELI VT 101 883 A STUDY OF ATTITUDES TOWARD CAREER EDUCATION OF KEY ADMINISTRATIVE-SUPERVISORY PERSONNEL IN THE STATE OF MARYLAND. OCCASIONAL PAPER IN RESEARCH.	700
KANSAS CITY SCHOOL DISTRICT, MO. VT 101 919 OUTREACH FOR URBAN INNER CITY YOUTH. FINAL REPORT, VOLUME I.	715
KAWATSKI, JEFFERY D. VT 101 936 ANALYSIS OF THE DEMAND OF INDUSTRIES FOR A LIFT TRUCK MAINTENANCE TRAINING PROGRAM WITHIN VTAE DISTRICT 15. FINAL REPORT.	724
KEENE STATE COLL., N.H. VT 101 930 CURRICULUM DEVELOPMENT COORDINATION FOR NEW HAMPSHIRE SECONDARY VOCATIONAL EDUCATION. FINAL REPORT. JULY 1, 1974 - SEPTEMBER 30, 1974.	721
KENTUCKY UNIV., LEXINGTON. CURRICULUM DEVELOPMENT CENTER. VT 101 928 DEVELOPMENT OF THE KENTUCKY MODEL FOR MODULARIZED COMPETENCY-BASED VOCATIONAL EDUCATION. FINAL REPORT.	720
KILO, JOSEPH L. VT 101 845 AN ANALYSIS OF THE DIESEL TRUCK MECHANIC OCCUPATION.	684
KITZMILLER, CHARLES C. VT 101 870 AN ANALYSIS OF THE INDUSTRIAL SALES OCCUPATION.	695
KNUPKE, LUCILLE M. VT 101 867 AN ANALYSIS OF THE WORD PROCESSING OCCUPATION.	693
KRAUSE, MARVIN VT 101 838 AN ANALYSIS OF THE AIR CONDITIONING, REFRIGERATING AND HEATING OCCUPATIONS.	681
LARSEN, JUDY VT 101 817 CAREER EDUCATION IN LANGUAGE ARTS. A UNIT APPROACH. GRADES 7-9.	672
LECHNER, DONALD L. VT 101 872 AN ANALYSIS OF THE HORTICULTURE EQUIPMENT AND SERVICES OCCUPATION.	696
LEE, ARTHUR M. VT 101 889 LEARNING A LIVING ACROSS THE NATION. VOLUME III. PROJECT BASELINE, THIRD NATIONAL REPORT. BASELINE YEAR: 1972-73 (FISCAL YEAR 1973). PART I: NARRATIVE REPORT. PART 2: STATISTICAL ALMANAC.	702
LENOIR COMMUNITY COLL., KINSTON, N.C. VT 101 896 COMPUTER SERVICES SYSTEMS DEVELOPMENT TO COORDINATE MANPOWER NEEDS WITH OCCUPATIONAL TRAINING PROGRAMS. OCCUPATIONAL EDUCATION RESEARCH PROJECT FINAL REPORT.	705

AUTHOR INDEX

PAGE

LINGER, ALBERT H.
VT 101 903 708
IMPROVING EFFECTIVENESS OF MULTI-COUNTY AREA VOCATIONAL PROGRAMS THROUGH THE PROVISION OF IMPROVED JOB PLACEMENT SERVICES. EXEMPLARY PROJECT. FINAL REPORT.

LOUISIANA STATE DEPT. OF EDUCATION, BATON ROUGE.
VT 101 879 699
RESEARCH AND DEVELOPMENT IN CAREER EDUCATION. FINAL REPORT.

LUCAL, KARLE A.
VT 101 863 692
AN ANALYSIS OF THE WHOLESALE FLORIST OCCUPATION.

LUSTIG, GARY
VT 101 825 675
AN ANALYSIS OF THE PURCHASING OCCUPATION.

MARYLAND STATE DEPT. OF EDUCATION, BALTIMORE.
VT 101 895 705
MARYLAND CAREER DEVELOPMENT PROJECT (K-ADULT). INTERIM REPORT. SEPTEMBER 1972.
VT 101 902 708
COSTS OF EDUCATIONAL ACCOUNTABILITY - A MARYLAND EXPLORATORY STUDY.

MARYLAND STATE DEPT. OF EDUCATION, BALTIMORE. DIV. OF RESEARCH, EVALUATION, AND INFORMATION SYSTEMS.
VT 101 883 700
A STUDY OF ATTITUDES TOWARD CAREER EDUCATION OF KEY ADMINISTRATIVE-SUPERVISORY PERSONNEL IN THE STATE OF MARYLAND. OCCASIONAL PAPER IN RESEARCH.

MARYLAND STATE DEPT. OF EDUCATION, BALTIMORE. DIV. OF VOCATIONAL-TECHNICAL EDUCATION.
VT 101 934 723
RESEARCH AND DEVELOPMENT PROJECT IN CAREER EDUCATION. PROJECT V261049L. FINAL REPORT. EVALUATION. (2 DOCUMENTS)

MARYLAND UNIV., COLLEGE PARK. BUREAU OF EDUCATIONAL RESEARCH AND FIELD SERVICES.
VT 101 902 708
COSTS OF EDUCATIONAL ACCOUNTABILITY - A MARYLAND EXPLORATORY STUDY.

MASCIO, JOSEPH W.
VT 101 831 678
AN ANALYSIS OF THE TERMINAL MATERIALS HANDLING OCCUPATION.

MCCAGE, RONALD D., ED.
VT 101 916 714
PROCEEDINGS, NATIONAL RCU PERSONNEL CONFERENCE: THE SCORE AFTER NINE--1965-1974 (9TH, SCOTTSDALE, ARIZONA, MARCH 18-21, 1974).

MCCALEB, OMER K.
VT 101 894 705
PROJECT VIGOR: VOCATIONAL CLUSTER EDUCATION, INTEGRATED AND ARTICULATED GRADES 1-14 WITH GUIDANCE SERVICES, OCCUPATIONAL EXPLORATION AND WORK EXPERIENCE RELEVANT TO GENERAL EDUCATION. THIRD INTERIM REPORT, APRIL 2, 1973.

MCGEE, PATRICIA
VT 101 854 688
AN ANALYSIS OF THE LABORATORY ASSISTING OCCUPATION.

AUTHOR INDEX

	PAGE
MCKINNEY, ORAL C. VT 101 841 AN ANALYSIS OF THE CARPENTRY OCCUPATION.	682
METROPOLITAN JUNIOR COLL. DISTRICT, KANSAS CITY, MO. VT 101 919 OUTREACH FOR URBAN INNER CITY YOUTH. FINAL REPORT, VOLUME I.	715
MEYERHOLIZ, ROBERT VT 101 812 MINI-GRANT TO DEVELOP A SLIDE PRESENTATION OF PLANT SPECIMENS FOR USE IN VOCATIONAL HORTICULTURE, A. FINAL REPORT.	670
MILLER, ANNETTE VT 101 914 SEMIANNUAL REPORT ON STATE RESEARCH COORDINATING UNIT ACTIVITIES FOR THE PERIOD JANUARY 1, 1974 - JUNE 30, 1974.	713
MISSISSIPPI RESEARCH COORDINATING UNIT FOR VOCATIONAL-TECHNICAL EDUCATION, STATE COLLEGE. VT 101 884 MISSISSIPPI RESEARCH AND CURRICULUM UNIT FOR VOCATIONAL-TECHNICAL EDUCATION. ANNUAL REPORT. FISCAL YEAR 1974.	701
MISSOURI UNIV., COLUMBIA. CENTER FOR EDUCATIONAL IMPROVEMENT. VT 101 920 EVALUATION OF PROJECT OUTREACH FOR URBAN INNER-CITY YOUTH. FINAL REPORT, VOLUME II.	716
MOLONEY, NEIL VT 101 821 LAW ENFORCEMENT CURRICULUM.	673
MOORE, GORDON VT 101 871 AN ANALYSIS OF THE INSURANCE SALES OCCUPATION.	695
MORAINE PARK TECHNICAL INST., FOND DU LAC, WIS. VT 101 877 COURSE CONTENT AND PROGRAM EVALUATION MODEL. FINAL REPORT.	698
VT 101 893 EVALUATION OF PSYCHOLOGY OF HUMAN RELATIONS. FINAL REPORT.	704
MORSE, DAVID L. VT 101 847 AN ANALYSIS OF THE AUTOMOTIVE SERVICE OCCUPATION.	685
MOUNT SAN JACINTO COLL., GILMAN HOT SPRINGS, CALIF. VT 101 881 RESEARCH ON APPLICATION OF A SELF-ACTUALIZATION PROCESS IN AN ATTEMPT TO IMPROVE EFFORT AND PERFORMANCE IN SELECTED VOCATIONAL PROGRAMS. FINAL REPORT.	699
MOWEN, KENNETH A. VT 101 842 AN ANALYSIS OF THE COMMERCIAL ART OCCUPATION.	683
MURPHY, JUDY K. VT 101 866 AN ANALYSIS OF THE SECONDARY SCHOOL CLERICAL AIDE OCCUPATION.	693

AUTHOR INDEX

PAGE

MYERS, KEITH B.
VT 101 922 717
AN APPRAISAL OF GROUP PROJECT EFFECTIVENESS IN VOCATIONAL SUBJECTS CONDUCTED AS A PART OF THE GRADUATE STUDENT RESEARCH GRANT, PROJECT NO. 19-151-223. FINAL REPORT.

MYERS, WILLIAM E.
VT 101 891 703
TRAINING AND TECHNOLOGY. A SYSTEMS APPROACH FOR INDUSTRIAL TRAINING.

NASH TECHNICAL INST., ROCKY MOUNT, N.C.
VT 101 933 722
THE PLANNING OF AN AREA OCCUPATIONAL EVALUATION PROGRAM FOR THE DISADVANTAGED AND HANDICAPPED IN NORTH CAROLINA MULTI-COUNTY PLANNING REGIONS L, Q, AND R. FINAL REPORT.

NEVADA STATE DEPT. OF EDUCATION, CARSON CITY.
VT 101 887 702
A SURVEY OF ADULT AND CONTINUING EDUCATION PROGRAMS IN NEVADA. FISCAL YEAR 1973-74.

NEWTON, MARK
VT 101 927 719
RESEARCH RELATED TO THE REGIONAL CAREER EDUCATION DEVELOPMENT PROJECT. FINAL REPORT.
VT 101 931 721
RESEARCH RELATED TO BOWLING GREEN INDEPENDENT SCHOOL SYSTEM'S COMPREHENSIVE CAREER EDUCATION MODEL. FINAL REPORT.

PAGE

NICHOLS, CHARLES E.
VT 101 923 717
CAREER EDUCATION FOR REGION XII TO DEVELOP AND IMPLEMENT A CAREER EDUCATION CURRICULUM, 1-14 IN ELEVEN SCHOOL DISTRICTS, THE HAZARD VOCATIONAL SCHOOL AND HAZARD COMMUNITY COLLEGE. EVALUATION REPORT.

NICHOLS, LOWELL E.
VT 101 857 689
AN ANALYSIS OF THE TYPEWRITER SERVICING OCCUPATION.

NORDVIG, CARL A.
VT 101 858 690
AN ANALYSIS OF THE RESIDENTIAL ELECTRICITY OCCUPATION.

NORTH CENTRAL TECHNICAL INST., WAUSAU, WIS.
VT 101 936 724
ANALYSIS OF THE DEMAND OF INDUSTRIES FOR A LIFT TRUCK MAINTENANCE TRAINING PROGRAM WITHIN VTAE DISTRICT 15. FINAL REPORT.

NORTH DAKOTA UNIV., GRAND FORKS, DEPT. OF BUSINESS AND VOCATIONAL EDUCATION.
VT 101 947 728
THE DEVELOPMENT OF TEACHING UNITS FOR OFFICE EDUCATION SIMULATED PROGRAMS FOR USE IN THE STATE OF NORTH DAKOTA. FINAL REPORT.
VT 101 948 729
NORTH DAKOTA OCCUPATIONAL MODELS: A CAREER CLUSTER CONCEPT. A HANDBOOK FOR NORTH DAKOTA VOCATIONAL OFFICE EDUCATION TEACHER-COORDINATORS.

AUTHOR INDEX

	PAGE
NORTHERN ARIZONA UNIV., FLAGSTAFF.	
VT 101 889 LEARNING A LIVING ACROSS THE NATION. VOLUME III. PROJECT BASELINE, THIRD NATIONAL REPORT. BASELINE YEAR: 1972-73 (FISCAL YEAR 1973). PART I: NARRATIVE REPORT. PART 2: STATISTICAL ALMANAC.	702
O'CONNOR, PATRICK J.	
VT 101 831 AN ANALYSIS OF THE TERMINAL MATERIALS HANDLING OCCUPATION.	678
OAK RIDGE ASSOCIATED UNIVERSITIES, TENN.	
VT 101 891 TRAINING AND TECHNOLOGY. A SYSTEMS APPROACH FOR INDUSTRIAL TRAINING.	703
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.	
VT 101 915 AN INTRODUCTION TO CAREER EDUCATION: A POLICY PAPER OF THE U. S. OFFICE OF EDUCATION.	713
OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL EDUCATION.	
VT 101 949 PRODUCT SERVICES MODULE. AN EVALUATION REPORT FOR THE OCCUPATIONAL EXPLORATION PROGRAM.	729
OHIO STATE UNIV., COLUMBUS. DISTRIBUTIVE EDUCATION MATERIALS LAB.	
VT 101 875 CAREER INFORMATION UNIT FOR DISTRIBUTIVE EDUCATION. TEACHER HANDBOOK.	697
OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).	
VT 101 823 AN ANALYSIS OF THE INSURANCE UNDERWRITING OCCUPATION.	674
VT 101 824 AN ANALYSIS OF THE PERSONAL MANAGING OCCUPATION. (PERSONNEL MANAGER)	675
VT 101 825 AN ANALYSIS OF THE PURCHASING OCCUPATION.	675
VT 101 826 AN ANALYSIS OF THE PROPERTY MANAGING OCCUPATION.	676
VT 101 827 AN ANALYSIS OF THE REAL ESTATE OCCUPATION.	676
VT 101 828 AN ANALYSIS OF THE SMALL BUSINESS MANAGING OCCUPATION.	676
VT 101 829 AN ANALYSIS OF THE TERMINAL CLERKING OCCUPATION.	677
VT 101 830 AN ANALYSIS OF THE TERMINAL DISPATCHING OCCUPATION.	677
VT 101 831 AN ANALYSIS OF THE TERMINAL MATERIALS HANDLING OCCUPATION.	678
VT 101 832 AN ANALYSIS OF THE NURSERY SCHOOL TEACHER AIDE OCCUPATION.	678
VT 101 833 AN ANALYSIS OF THE BAKING OCCUPATION.	679
VT 101 834 AN ANALYSIS OF THE ALTERATION SPECIALIST OCCUPATION.	679
VT 101 835 AN ANALYSIS OF THE BILLING AND BOOKKEEPING MACHINE OPERATING OCCUPATION.	680

AUTHOR INDEX

	PAGE
VT 101 836 AN ANALYSIS OF THE DATA PROCESSING OCCUPATION.	680
VT 101 837 AN ANALYSIS OF THE BOOKKEEPING OCCUPATION.	680
VT 101 838 AN ANALYSIS OF THE AIR CONDITIONING, REFRIGERATING AND HEATING OCCUPATIONS.	681
VT 101 839 AN ANALYSIS OF THE AUTO BODY REPAIR OCCUPATION.	681
VT 101 840 AN ANALYSIS OF THE AUTO MECHANIC OCCUPATION.	682
VT 101 841 AN ANALYSIS OF THE CARPENTRY OCCUPATION.	682
VT 101 842 AN ANALYSIS OF THE COMMERCIAL ART OCCUPATION.	683
VT 101 843 AN ANALYSIS OF THE INDUSTRIAL MECHANICS OCCUPATION.	683
VT 101 844 AN ANALYSIS OF THE DRAFTING OCCUPATION.	683
VT 101 845 AN ANALYSIS OF THE DIESEL TRUCK MECHANIC OCCUPATION.	684
VT 101 846 AN ANALYSIS OF THE INFORMATION RECEPTIONIST OCCUPATION.	684
VT 101 847 AN ANALYSIS OF THE AUTOMOTIVE SERVICE OCCUPATION.	685
VT 101 848 AN ANALYSIS OF THE BANK TELLER OCCUPATION.	685
VT 101 849 AN ANALYSIS OF THE CREDIT INVESTIGATION OCCUPATION.	686
VT 101 850 AN ANALYSIS OF THE MACHINE TRADES OCCUPATION.	686
VT 101 851 AN ANALYSIS OF THE LITHOGRAPHIC PRINTING OCCUPATION.	686
VT 101 852 AN ANALYSIS OF THE TELEVISION AND RADIO SERVICE OCCUPATION.	687
VT 101 853 AN ANALYSIS OF THE RESIDENTIAL REMODELING OCCUPATION.	687
VT 101 854 AN ANALYSIS OF THE LABORATORY ASSISTING OCCUPATION.	688
VT 101 855 AN ANALYSIS OF THE WELDING OCCUPATION.	688
VT 101 856 AN ANALYSIS OF THE WASTE WATER TREATMENT MECHANIC OCCUPATION.	689
VT 101 857 AN ANALYSIS OF THE TYPEWRITER SERVICING OCCUPATION.	689
VT 101 858 AN ANALYSIS OF THE RESIDENTIAL ELECTRICITY OCCUPATION.	690
VT 101 859 AN ANALYSIS OF THE TELECOMMUNICATIONS OCCUPATION.	690
VT 101 860 AN ANALYSIS OF THE TURF SPECIALIST OCCUPATION.	690
VT 101 861 AN ANALYSIS OF THE RETAIL FLORIST OCCUPATION.	691
VT 101 862 AN ANALYSIS OF THE ADMINISTRATIVE ASSISTING OCCUPATION.	691
VT 101 863 AN ANALYSIS OF THE WHOLESALE FLORIST OCCUPATION.	692
VT 101 864 AN ANALYSIS OF THE MEDICAL RECORDS CLERKING OCCUPATION.	692

AUTHOR INDEX

PAGE

VT 101 865 693
AN ANALYSIS OF THE PAYROLL CLERKING OCCUPATION.

VT 101 866 693
AN ANALYSIS OF THE SECONDARY SCHOOL CLERICAL AIDE OCCUPATION.

VT 101 867 693
AN ANALYSIS OF THE WORD PROCESSING OCCUPATION.

VT 101 868 694
AN ANALYSIS OF THE AUTOMOBILE SALES OCCUPATION.

VT 101 869 694
AN ANALYSIS OF THE AUTO PARTS COUNTERPERSON OCCUPATION.

VT 101 870 695
AN ANALYSIS OF THE INDUSTRIAL SALES OCCUPATION.

VT 101 871 695
AN ANALYSIS OF THE INSURANCE SALES OCCUPATION.

VT 101 872 696
AN ANALYSIS OF THE HORTICULTURE EQUIPMENT AND SERVICES OCCUPATION.

VT 101 873 696
AN ANALYSIS OF THE GARDEN CENTER OCCUPATION.

VT 101 874 697
AN ANALYSIS OF THE LANDSCAPING OCCUPATION.

OREGON STATE DEPT. OF EDUCATION. SALEM.
VT 101 899 707
ABSTRACTS OF COMPLETED 1973-74 RESEARCH - EXEMPLARY PROJECTS.

PAGE

PAMLICO COUNTY SCHOOLS. N.C.
VT 101 941 726
AN EXPLORATORY STUDY OF PROGRAMMING FOR OCCUPATIONAL EDUCATION IN THE PAMLICO EDUCATIONAL SYSTEM. (OCCUPATIONAL EDUCATION RESEARCH PROJECT FINAL REPORT.)

PAMLICO TECHNICAL INST., ALLIANCE. N.C.
VT 101 941 726
AN EXPLORATORY STUDY OF PROGRAMMING FOR OCCUPATIONAL EDUCATION IN THE PAMLICO EDUCATIONAL SYSTEM. (OCCUPATIONAL EDUCATION RESEARCH PROJECT FINAL REPORT.)

PADLETTI, DONALD J.
VT 101 833 679
AN ANALYSIS OF THE BAKING OCCUPATION.

PEAL, SHARYN
VT 101 865 693
AN ANALYSIS OF THE PAYROLL CLERKING OCCUPATION.

PERRY, LOUIS
VT 101 926 719
PERSONNEL DEVELOPMENT FOR CAREER EDUCATION. PROJECT NO. D95810-01. FINAL REPORT.

PELEGHAAR, JOHN A.
VT 101 859 690
AN ANALYSIS OF THE TELECOMMUNICATIONS OCCUPATION.

PLESCIA, GEORGE W.
VT 101 844 683
AN ANALYSIS OF THE DRAFTING OCCUPATION.

AUTHOR INDEX

PAGE

POMEROY, JAMES W.
VT 101 852 687
AN ANALYSIS OF THE TELEVISION AND RADIO SERVICE OCCUPATION.

PONTIAC CITY SCHOOL DISTRICT, MICH.
VT 101 805 667
STAFF INSERVICE TRAINING PROGRAM MANUAL. PART OF THE CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM.
VT 101 806 667
CARFER ACHIEVEMENT SKILLS TRAINING PROGRAM. LESSON PLAN MANUAL I JUNIOR HIGH.
VT 101 807 668
CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM. LESSON PLAN MANUAL II LOWER ELEMENTARY.
VT 101 808 668
CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM. LESSON PLAN MANUAL III UPPER ELEMENTARY.
VT 101 912 712
HUMAN AND COMPUTER ASSISTED CAREER ACHIEVEMENT SKILLS PROGRAM (FORMERLY CCEM COMPUTER ASSISTED GUIDANCE PROGRAM). PHASE III REPORT.
VT 101 913 712
COMPUTER ASSISTED OCCUPATIONAL SEARCH TECHNICAL REPORT. PART OF THE CAREER ACHIEVEMENT SKILLS TRAINING PROGRAM.
VT 101 942 726
CAREER EDUCATION MATERIAL DEVELOPED BY PONTIAC CAREER DEVELOPMENT PROGRAM.
VT 101 943 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. PROCESS SECTION. INTERIM REPORT.
VT 101 944 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. PRODUCT SECTION. INTERIM REPORT.
VT 101 945 727
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. EVALUATION SECTION. INTERIM REPORT.
VT 101 946 728
PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. INTERIM REPORT.

PUCCI, ALEX L.
VT 101 855 688
AN ANALYSIS OF THE WELDING OCCUPATION.

PUERTO RICO STATE DEPT. OF EDUCATION, HATO REY.
VT 101 892 704
CAROLINA SCHOOL DISTRICT SEQUENTIAL APPROACH TO CAREER ORIENTATION AND PREPARATION. INTERIM REPORT.

REHLING, JOSEPH H.
VT 101 834 679
AN ANALYSIS OF THE ALTERATION SPECIALIST OCCUPATION.

REICHEL, GEORGE E.
VT 101 855 688
AN ANALYSIS OF THE WELDING OCCUPATION.

RIDENER, NORMA A.
VT 101 864 692
AN ANALYSIS OF THE MEDICAL RECORDS CLERKING OCCUPATION.

ROCCO, BARBARA, ED.
VT 101 916 714
PROCEEDINGS, NATIONAL RCU PERSONNEL CONFERENCE: THE SCORF AFTER NINE--1965-1974 (9TH, SCOTTSDALE, ARIZONA, MARCH 18-21, 1974).

AUTHOR INDEX

	PAGE
ROCHOW, ROBERT J.	
VT 101 943 PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. PROCESS SECTION. INTERIM REPORT.	727
VT 101 944 PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. PRODUCT SECTION. INTERIM REPORT.	727
VT 101 945 PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. EVALUATION SECTION. INTERIM REPORT.	727
VT 101 946 PONTIAC VOCATIONAL CAREER DEVELOPMENT PROGRAM. INTERIM REPORT.	728
ROSE, VIRGINIA	
VT 101 865 AN ANALYSIS OF THE PAYROLL CLERKING OCCUPATION.	693
ROSEVILLE AREA SCHOOL DISTRICT 623, MINN.	
VT 101 817 CAREER EDUCATION IN LANGUAGE ARTS. A UNIT APPROACH. GRADES 7-9.	672
ROWE, JOHN L.	
VT 101 947 THE DEVELOPMENT OF TEACHING UNITS FOR OFFICE EDUCATION SIMULATED PROGRAMS FOR USE IN THE STATE OF NORTH DAKOTA. FINAL REPORT.	728
SAMS, HELEN C.	
VT 101 846 AN ANALYSIS OF THE INFORMATION RECEPTIONIST OCCUPATION.	684
SCRUGGS, KENNETH	
VT 101 853 AN ANALYSIS OF THE RESIDENTIAL REMODELING OCCUPATION.	687
SHILL, JAMES F.	
VT 101 884 MISSISSIPPI RESEARCH AND CURRICULUM UNIT FOR VOCATIONAL-TECHNICAL EDUCATION. ANNUAL REPORT. FISCAL YEAR 1974.	701
SIX, JOSEPH E., JR.	
VT 101 835 AN ANALYSIS OF THE BILLING AND BOOKKEEPING MACHINE OPERATING OCCUPATION.	680
SNYDER, LOIS M.	
VT 101 846 AN ANALYSIS OF THE INFORMATION RECEPTIONIST OCCUPATION.	684
SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS, ATLANTA, GA. COMMISSION ON OCCUPATIONAL EDUCATION AND INSTITUTIONS.	
VT 101 923 CAREER EDUCATION FOR REGION XII TO DEVELOP AND IMPLEMENT A CAREER EDUCATION CURRICULUM, 1-14 IN ELEVEN SCHOOL DISTRICTS, THE HAZARD VOCATIONAL SCHOOL AND HAZARD COMMUNITY COLLEGE. EVALUATION REPORT.	717
VT 101 924 A COMPREHENSIVE CAREER EDUCATION MODEL GRADES ONE THROUGH FOURTEEN - A RESEARCH AND DEVELOPMENT PROJECT (BOWLING GREEN). EVALUATION REPORT.	718

AUTHOR INDEX

PAGE

VT 101 925 718
CAREER EDUCATION DEVELOPMENT PROJECT. KENTUCKY VOCATIONAL EDUCATION REGION III (OWENSBORO). EVALUATION REPORT.

SPECK, SAMUEL B.
VT 101 839 681
AN ANALYSIS OF THE AUTO BODY REPAIR OCCUPATION.

STEMPLE, LYNN I.
VT 101 874 697
AN ANALYSIS OF THE LANDSCAPING OCCUPATION.

STRANKE, EDWARD J.
VT 101 839 681
AN ANALYSIS OF THE AUTO BODY REPAIR OCCUPATION.

SUMPTER, GARY D.
VT 101 897 706
A COMPREHENSIVE PLAN FOR THE DEVELOPMENT OF VOCATIONAL EDUCATION IN BOONE COUNTY, WEST VIRGINIA. FINAL REPORT.

SWENEY, ARTHUR B.
VT 101 905 709
INTERIM REPORT. PROGRESS FOR FUNDING YEAR 1973. (DATA GATHERED AT MCCONNELL AND MALMSTROM AIR FORCE BASES)
VT 101 906 710
INTERPERSONAL POWER RELATIONSHIPS (AS DEFINED BY SUPERIOR-SUBORDINATE INTERSECTIONS).
VT 101 907 710
GUIDELINES FOR MOTIVATIONAL MANAGEMENT.
VT 101 908 710
LET'S TAKE THE MANIPULATION OUT OF MANAGEMENT.

PAGE

VT 101 909 711
THE EVALUATION PROCESS IN EDUCATION: COMMUNICATION OR CONTROL.
VT 101 910 711
PROJECTIVE MEASURES OF INTERPERSONAL RELATIONSHIPS AND ATTITUDES TOWARD THE AIR FORCE.
VT 101 911 712
AN INTEGRATIVE FACTOR ANALYSIS OF LEADERSHIP MEASURES AND THEORIES.

SYRACUSE CITY SCHOOL DISTRICT, N.Y.
VT 101 937 724
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. FINAL REPORT. VOLUME I.
VT 101 939 725
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. ELEMENTARY PROGRAM. FINAL REPORT. VOLUME III.
VT 101 940 726
GUIDED OCCUPATIONAL ORIENTATION PROGRAM. SECONDARY PROGRAM. FINAL REPORT. VOLUME IV.

TENNESSEE STATE DEPT. OF EDUCATION, NASHVILLE. DIV. OF VOCATIONAL-TECHNICAL EDUCATION.
VT 101 876 697
RESEARCH AND DEVELOPMENT PROJECT IN CAREER EDUCATION. FINAL REPORT.

THOMAN, LEROY
VT 101 840 682
AN ANALYSIS OF THE AUTO MECHANIC OCCUPATION.

AUTHOR INDEX

	PAGE
THOMPSON, DORRIS R. VT 101 862 AN ANALYSIS OF THE ADMINISTRATIVE ASSISTING OCCUPATION.	691
TRI-COUNTY VOCATIONAL-TECHNICAL CENTER, BUCKHANNON, W. VA. VT 101 903 IMPROVING EFFECTIVENESS OF MULTI-COUNTY AREA VOCATIONAL PROGRAMS THROUGH THE PROVISION OF IMPROVED JOB PLACEMENT SERVICES. EXEMPLARY PROJECT. FINAL REPORT.	708
TURNER, RAYMOND C. VT 101 843 AN ANALYSIS OF THE INDUSTRIAL MECHANICS OCCUPATION.	683
ULRICH, LARRY VT 101 849 AN ANALYSIS OF THE CREDIT INVESTIGATION OCCUPATION.	686
UPSHUR COUNTY BOARD OF EDUCATION, BUCKHANNON, W. VA. VT 101 903 IMPROVING EFFECTIVENESS OF MULTI-COUNTY AREA VOCATIONAL PROGRAMS THROUGH THE PROVISION OF IMPROVED JOB PLACEMENT SERVICES. EXEMPLARY PROJECT. FINAL REPORT.	708
VERNON, ROBERT C. VT 101 868 AN ANALYSIS OF THE AUTOMOBILE SALES OCCUPATION.	694
VIRGINIA STATE DEPT. OF EDUCATION, RICHMOND, DIV. OF VOCATIONAL EDUCATION. VT 101 804 BUSINESS DATA PROCESSING. A TEACHER'S GUIDE.	666
WAHONICK, RONALD VT 101 824 AN ANALYSIS OF THE PERSONAL MANAGING OCCUPATION. (PERSONNEL MANAGER)	675
WALL, JAMES E. VT 101 884 MISSISSIPPI RESEARCH AND CURRICULUM UNIT FOR VOCATIONAL-TECHNICAL EDUCATION. ANNUAL REPORT. FISCAL YEAR 1974.	701
WARREN, DONALD R. VT 101 941 AN EXPLORATORY STUDY OF PROGRAMMING FOR OCCUPATIONAL EDUCATION IN THE PAMLICO EDUCATIONAL SYSTEM. (OCCUPATIONAL EDUCATION RESEARCH PROJECT FINAL REPORT.)	726
WASHINGTON STATE COORDINATING COUNCIL FOR OCCUPATIONAL EDUCATION, OLYMPIA. VT 101 820 TEACHERS' ACCOUNTABILITY TO STUDENTS. SYLLABUS FOR 1971 CONFERENCE. WASHINGTON STATE COORDINATING COUNCIL FOR OCCUPATIONAL EDUCATION. TRADE, INDUSTRIAL, TECHNICAL AND HEALTH OCCUPATIONS EDUCATION.	673
WAY, HAROLD N. VT 101 941 AN EXPLORATORY STUDY OF PROGRAMMING FOR OCCUPATIONAL EDUCATION IN THE PAMLICO EDUCATIONAL SYSTEM. (OCCUPATIONAL EDUCATION RESEARCH PROJECT FINAL REPORT.)	726

AUTHOR INDEX

	PAGE
WELLS, JOHN	
VT 101 809 DEVELOPMENT OF A PRE-POSTSECONDARY CURRICULUM IN SOCIAL SCIENCE FOR HIGH SCHOOL GRADES 11 AND 12.	669
WESTERN KENTUCKY UNIV., BOWLING GREEN. CENTER FOR CAREER AND VOCATIONAL TEACHER EDUCATION.	
VT 101 927 RESEARCH RELATED TO THE REGIONAL CAREER EDUCATION DEVELOPMENT PROJECT. FINAL REPORT.	719
VT 101 931 RESEARCH RELATED TO BOWLING GREEN INDEPENDENT SCHOOL SYSTEM'S COMPREHENSIVE CARFER EDUCATION MODEL. FINAL REPORT.	721
WICHITA STATE UNIV., KANS. CENTER FOR HUMAN APPRAISAL.	
VT 101 905 INTERIM REPORT. PROGRESS FOR FUNDING YEAR 1973. (DATA GATHERED AT MCCONNELL AND MALMSTROM AIR FORCE BASES)	709
VT 101 906 INTERPERSONAL POWER RELATIONSHIPS (AS DEFINED BY SUPERIOR-SUBORDINATE INTERSECTIONS).	710
VT 101 907 GUIDELINES FOR MOTIVATIONAL MANAGEMENT.	710
VT 101 908 LET'S TAKE THE MANIPULATION OUT OF MANAGEMENT.	710
VT 101 909 THE EVALUATION PROCESS IN EDUCATION: COMMUNICATION OR CONTROL.	711
VT 101 910 PROJECTIVE MEASURES OF INTERPERSONAL RELATIONSHIPS AND ATTITUDES TOWARD THE AIR FORCE.	711
VT 101 911 AN INTEGRATIVE FACTOR ANALYSIS OF LEADERSHIP MEASURES AND THEORIES.	712
WINEREY, PRINCE J.	
VT 101 847 AN ANALYSIS OF THE AUTOMOTIVE SERVICE OCCUPATION.	685
WISCONSIN STATE BOARD OF VOCATIONAL, TECHNICAL, AND ADULT EDUCATION, MADISON. RESEARCH COORDINATING UNIT.	
VT 101 918 RESEARCH PRIORITIES IN POST SECONDARY VOCATIONAL, TECHNICAL AND ADULT EDUCATION IN WISCONSIN FOR 1975-1977.	715
WISCONSIN UNIV. - STOUT, MENOMONIE. CENTER FOR VOCATIONAL, TECHNICAL AND ADULT EDUCATION.	
VT 101 921 AN INVESTIGATION OF THE INTERACTION OF LEARNING STYLES AND TYPES OF LEARNING EXPERIENCES IN VOCATIONAL-TECHNICAL EDUCATION. FINAL REPORT.	716
VT 101 922 AN APPRAISAL OF GROUP PROJECT EFFECTIVENESS IN VOCATIONAL SUBJECTS CONDUCTED AS A PART OF THE GRADUATE STUDENT RESEARCH GRANT, PROJECT NO. 19-151-223. FINAL REPORT.	717
VT 101 929 COMMUNICATIONS SKILLS WORKSHOP 1974 FOR VOCATIONAL, TECHNICAL AND ADULT EDUCATION INSTRUCTORS.	720

AUTHOR INDEX

PAGE PAGE

WISCONSIN UNIV., MADISON. CENTER FOR STUDIES IN VOCATIONAL AND TECHNICAL EDUCATION.
VT 101 878 698
AN EIGHT DISTRICT PLANNING CONSORTIUM AND CAREER PREPARATION DELIVERY SYSTEM. INTERIM REPORT, AUGUST, 1973.

WYATT, IOM
VT 101 849 686
AN ANALYSIS OF THE CREDIT INVESTIGATION OCCUPATION.

PROJECTS IN PROGRESS SECTION

	Page
Curriculum Development	791
Research	797

PAGE

TITLE BY STATE INDEX 792

ABSTRACTS 793

DIRECTORY OF CURRICULUM COORDINATION CENTERS . . . 796

TITLE BY STATE INDEX

Illinois	Consumer and Homemaking Education - Document Revision and Workshop Conduction.	VTP 2076
	Development of a Tested Instructional System for Infusing Career Education into the Preservice Preparation of all Educational Personnel, The.	VTP 2080
	Development of Materials and Procedures for Teaching Topics Relating to Small Business Ownership and Management.	VTP 2079
	IMPACT - Instructional Management Program to Advance Curriculum Training in Vocational/Career Education.	VTP 2082
	Pre-Service Occupational Program (POP)---Phase III.	VTP 2081
	Production of Teaching Guides for Fire Cadet Occupations, Social Service Occupations, Commercial and Graphic Photography, Business Machine Repair, Industrial Maintenance.	VTP 2078
	Project Update: "An Evaluative Look at the Handbook for Career Guidance Counselors".	VTP 2077

VTP 2076
Title: Consumer and Homemaking Education - Document Revision and Workshop Conduction.

Principal Investigator: Nina L. Ahler
Recipient Institution: Northern Illinois University, DeKalb
Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $30,000.00
Supporting Agency: Illinois Division of Vocational and Technical Education, 1035 Outer Park Drive, Suite 201, Springfield, IL, 62706
Contract and/or Control No.: PCF-A6-009

Summary of Project: To involve 10-20 selected consumer and homemaking teachers with exemplary programs in the revision and update of the DVTE publication Suggested Learnings - Consumer and Homemaking and deliver 2,000 copies of the revised document to the DVTE Curriculum Management Center in Springfield, Illinois. To develop and conduct seven one-day workshops at selected locations across the State to in-service practicing consumer and homemaking teachers with regard to utilization of the newly revised Suggested Learnings - Consumer and Homemaking as well as contemporary materials and techniques for the teaching of consumer and homemaking education.

VTP 2077
Title: Project Update: "An Evaluative Look at the Handbook for Career Guidance Counselors".

Principal Investigator: James L. Conley
Recipient Institution: Western Illinois University, Macomb
Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $24,454.12
Supporting Agency: Illinois Division of Vocational and Technical Education, 1035 Outer Park Drive, Suite 201, Springfield, IL, 62706
Contract and/or Control No.: PCB-A6-011

Summary of Project: (1) To evaluate, revise, update and expand the "Handbook for Career Guidance Counselors" as needed using feedback from over 1,100 users of the book; (2) To conduct a counselor workshop for the purpose of disseminating copies of the Handbook with revisions to additional counselors during the Illinois Vocational Association annual meeting, March 24-26, 1976, and (3) To disseminate updated materials to those individuals who have already received copies of the Handbook.

VTP 2078
Title: Production of Teaching Guides for Fire Cadet Occupations, Social Service Occupations, Commercial and Graphic Photography, Business Machine Repair, Industrial Maintenance.

Principal Investigator: Richard G. Allan, A. Rios, and W. P. Gorth
Recipient Institution: National Evaluation Systems, Inc., Amherst, Massachusetts
Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $99,688.00
Supporting Agency: Illinois Division of Vocational and Technical Education, 1035 Outer Park Drive, Suite 201, Springfield, IL, 62706
Contract and/or Control No.: PCB-A6-012

Summary of Project: (1) Collect information from all necessary sources for identifying content for the teaching guides; (2) Organize the content into outlines, task analyses

and key in supporting documentation for each teaching guide; (3) Write competencies/ objectives for each teaching guide; (4) Determine format and sections for teaching guides with the aid of the advisory committee and steering committee; (5) Field test the teaching guides with teachers who will be using them. Direct review of guides by subject matter experts; and (6) Produce appropriate copies of the teaching guides and ship them to DVTE.

VTP 2079
Title: Development of Materials and Procedures for Teaching Topics Relating to Small Business Ownership and Management.

Principal Investigator: Robert E. Nelson
Recipient Institution: University of Illinois, Urbana-Champaign
Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $59,322.00
Supporting Agency: Illinois Division of Vocational and Technical Education, 1035 Outer Park Drive, Suite 201, Springfield, IL, 62706
Contract and/or Control No.: PCB-A6-013

Summary of Project: (1) To prepare a concept paper to outline the purpose and proposed outcomes of the project; (2) To prepare an annotated bibliography of selected curriculum materials relating to small business ownership and management; (3) To develop a curriculum guide of approximately 10-12 instructional modules pertaining to small business ownership and management; (4) To prepare case studies to accompany each curriculum module; (5) To design a minimum of two measurement instruments to determine the value of the materials and technical used to implement the materials into the curriculum; and (6) To pilot test (fall, 1975) and field test (spring, 1976) the curriculum materials in a variety of high school, community college, and continuing and adult education programs.

VTP 2080
Title: The Development of a Tested Instructional System for Infusing Career Education into the Preservice Preparation of all Educational Personnel.

Principal Investigator: David V. Tiedeman
Recipient Institution: Northern Illinois University, DeKalb
Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $124,374.00
Supporting Agency: Illinois Division of Vocational and Technical Education, 1035 Outer Park Drive, Suite 201, Springfield, IL, 62706
Contract and/or Control No.: PCB-A6-015

Summary of Project: (1) Plan, develop, offer and formatively evaluate three new NIU courses (Foundations of Career Education, Career Education Techniques, and Organization and Administration of Career Education) and two revised courses (Career Development and Seminar for Research in Careers). This series of undergraduate through grade levels courses in career education will be offered to preservice educational personnel on an elective basis. (2) Plan, develop, formatively evaluate, and publish a transportable preservice instructional system designed to prepare elementary and secondary educational personnel for the practice of career education. (3) Continue to offer and formatively evaluate existing NIU course (Teaching Career Development in the Elementary Schools).

VTP 2081
Title: Pre-Service Occupational Program (POP)---Phase III.

Principal Investigator: Franzie Loepp
Recipient Institution: Illinois State University, Normal
Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $59,336.00
Supporting Agency: Illinois Division of Vocational and Technical Education, 1035 Outer Park Drive, Suite 201, Springfield, IL, 62706
Contract and/or Control No.: PCB-A6-016

Summary of Project: Project staff will: Develop ten complete modules called "POP Kits." Pilot test all of the POP Kits from the areas of Instructional Planning, Execution of Instruction, and Evaluation of Instruction in established programs at Illinois State University. Pilot test POP Kits developed in Phase II as requested by public universities in Illinois. Revise POP Kits on the basis of pilot test results. Make presentations concerning POP materials at selected conferences, workshops and/or professional meetings. Provide 10 complete revised editions of thirty POP Kits to the DVTE by June 30, 1976.

VTP 2082
Title: IMPACT - Instructional Management Program to Advance Curriculum Training in Vocational/Career Education.

Principal Investigator: George K. Cooper
Recipient Institution: Eastern Illinois University, Charleston
Start - End Dates: August 25, 1975 to August 24, 1976
Annual Funding: $83,123.00
Supporting Agency: Illinois Division of Vocational and Technical Education, 1035 Outer Park Drive, Suite 201, Springfield, IL, 62706
Contract and/or Control No.: PCE-B6-019

Summary of Project: (1) Test and refine a university-based program which will provide EPDA 553 participants with the necessary skills, knowledges, and competencies required of a person in the development of new curriculum or involved in the rewriting, revising, or updating of existing curricula, (2) Recruit, enroll, and train a minimum of ten (10) graduate level students in the program so that they have attained the necessary competencies by September 1976. The curricula designed during the course of the program will: (1) train competent curriculum development specialists while the project is in progress; (2) be flexible and adaptable to institutional structure and instructional patterns; (3) allow for the diversity found in individuals who will enter the graduate level of training; (4) provide for the diversity of tasks identified with curriculum design and development positions; and (5) test curriculum training options.

DIRECTORY OF CURRICULUM COORDINATION CENTERS

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AMERICAN SAMOA, ARIZONA, CALIFORNIA, GUAM, HAWAII, NEVADA, TRUST TERRITORIES OF THE PACIFIC ISLANDS

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MIDWEST CURRICULUM COORDINATION CENTER

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ARKANSAS, IOWA, KANSAS, LOUISIANA, MISSOURI, NEBRASKA, NEW MEXICO, OKLAHOMA, TEXAS

SOUTHEAST CURRICULUM COORDINATION CENTER

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ALABAMA, FLORIDA, GEORGIA, KENTUCKY, MISSISSIPPI, NORTH CAROLINA, SOUTH CAROLINA, TENNESSEE

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ALASKA, COLORADO, IDAHO, MONTANA, NORTH DAKOTA, OREGON, SOUTH DAKOTA, UTAH, WASHINGTON, WYOMING

	Page
Title By State Index	798
Abstracts	801
Directory of State Research Coordinating Units	826

TITLE BY STATE INDEX

Florida	Coordinate Vocational Curriculum Development Activities.	VTP 2131
	Employment of a Dissemination Coordinator at FA&M University.	VTP 2095
Idaho	Vocational Mining.	VTP 2087
Indiana	Assessment and Evaluation of the Public's Perception of Vocational Education in Indiana.	VTP 2091
	Changing Trends in the Plans of High School Seniors: Comparisons in the Educational, Employment and Occupational Plans of the Seniors in Indiana High School Classes of 1966, '69, '72 and '75.	VTP 2103
	Developing a System for Comprehensive Screening-Placement-Follow-Up Services for Local Education Agencies.	VTP 2130
	Development and Field Testing of Audio-Visual Material for Thirteen Units of Leadership Instruction.	VTP 2129
	Development of a County-Wide Cooperative Guidance Program with Emphasis on Counseling, Guidance, and Placement.	VTP 2094
	Development of a Generalizable Evaluation Model for Vocational Teacher Education.	VTP 2102
	Development of a Health Occupations Continuing Education Center.	VTP 2097
	Griffith High School Career Education Pilot Project.	VTP 2107
	Implementation of Career Development Program.	VTP 2092
	Pilot Project to Develop Work-Infused Experiences for Mathematics Instruction, A.	VTP 2089
	System to Integrate and Increase Efforts of Universities' Counselor Educators, and Vocational Educators to Develop a Stronger Counselor Training Program, A.	VTP 2128
Kentucky	Articulation Project for Allied Health.	VTP 2124
	Competency-Based Curriculum Project.	VTP 2120
	Triangular Teaching Process; Using Mass Communication as a Media to Integrate Vocational and Academic Curricula through Cooperative Efforts of a Public High School, Vocational School and a Four Year College, A.	VTP 2122

	Two Hour Vocational Classes at the Laurel County Area Vocational School.	VTP 2106
Maine	North Haven Career Education Model Development.	VTP 2100
Mississippi	Career Orientation for High School Student Leaders in Agricultural Occupations.	VTP 2090
New Hampshire	Agricultural Work-Study Career Education Program for Academically and Socio-economically Deprived Urban New Hampshire High School Incoming Sophomore Students. An.	VTP 2113
	Discriminatory Factory of Social Adjustment for Transitional Students.	VTP 2111
	Follow-Up Survey of the Graduates of the High Schools in Vocational Region #8 of New Hampshire, A.	VTP 2116
	Microbiology Modules.	VTP 2119
	New Hampshire Model for Vocational Guidance, Counseling, Placement, and Follow-Up Services (Continuation).	VTP 2125
	North County Education Services - Career Education Component.	VTP 2132
	Proposal for an Occupational Education Resource Center, A.	VTP 2104
	Solar Heat Project.	VTP 2114
	Study of Drop-Outs - 1970-1974, A.	VTP 2108
	Study of the Effectiveness of Vocational Education at Berlin Area Vocational Center, A.	VTP 2117
North Carolina	Consortium for Planning Local Production and Sharing of Instructional Media in Occupational Education, A.	VTP 2126
North Dakota	Work Experience and Career Exploration Program.	VTP 2093
Rhode Island	"APOLLO", Advising Parents on Learning Life-Goal Opportunities.	VTP 2112
	Career Awareness in North Scituate.	VTP 2110
	Career Concepts Awareness.	VTP 2121
	Career Orientation Education.	VTP 2133
	Developmental Program for Preparing Students for the World of Work.	VTP 2123
	Family Day Care Homes - For Child Development and Parent Development.	VTP 2118

	Industrial Based Career Education.	VTP 2134
	Opening Doors to Awareness.	VTP 2109
	Pre-Vocational Program.	VTP 2127
	Techniques of Industrial Knowledge (T.I.K.).	VTP 2105
	Woonsocket Vocational-Technical Skill Center Planning Grant.	VTP 2115
Virginia	Establishment and Operation of a Student Job Placement Service.	VTP 2096
	Vocational Education Management Information System for Virginia.	VTP 2088
	Vocational-Technical Education Consortium of States in Virginia.	VTP 2101
Washington	Continuation of a Special Project on the Development of an Instrument for Prescribing Compensatory Education for Vocational Technical Trainees.	VTP 2099
	Employment and Employment Training Needs of Older People.	VTP 2086
	Increasing Business Education Opportunities.	VTP 2098
	Management Experience Project.	VTP 2085
	Marine Resources as an Instructional Unit in Vocational Agriculture and Renewable Resources.	VTP 2083
	Research and Development of Metallurgy and Power Supply Instructional Offerings for Community College Welding Students.	VTP 2084

VTP 2083
Title: Marine Resources as an Instructional Unit in Vocational Agriculture and Renewable Resources.

Principal Investigator: Robert Ruthemeyer
Recipient Institution: Ocosta School District 172, Westport, WA, 98595
Start - End Dates: August 15, 1975 to June 15, 1976
Annual Funding: $2,700.00
Supporting Agency: Washington State Coordinating Council for Occupational Education, Building 17 - Airdustrial Park, Olympia, WA, 98504; Washington State Department of Education, Division of Vocational Education, Olympia, WA, 98504
Contract and/or Control No.: No data

Summary of Project: In August 1975 the Vocational Agriculture Advisory Committee will be formed. Members will include persons from the Marine Industry. The Advisory Committee and other knowledgeable persons will assist the instructor with the curriculum development. An initial suggested resource unit outline includes: The Ocean as a Resource, Identification of Pacific Fishes and Crustaceans, Life Cycle of Selected Marine Life, Fundamentals of Salmon Farming, Fundamentals of Navigation, Rules of the Road, Methods of Fishing, Dressing, Care and Preparation of Seafoods, and Customer Relations. The Advisory Committee will help with the selection of resource persons to augment the instructional program. Local marine resource persons will be used as an examination board. In May 1976, students 16 years or older will be given an oral examination by the board on their knowledge of Marine Resources. The Advisory Committee and Instructor will facilitate the 1976 summer work placement of students 16 years and older. A set of instructional materials plus evaluation of the project objective will be made to the Research Coordinating Unit in September 1976.

VTP 2084
Title: Research and Development of Metallurgy and Power Supply Instructional Offerings for Community College Welding Students.

Principal Investigator: Jack Uchida
Recipient Institution: Bellevue Community College, Community College District 8, 3000 - 145th Pl. S.E., Bellevue, WA, 98007
Start - End Dates: May 13, 1975 to June 30, 1976
Annual Funding: $1,000.00
Sponsoring Agency: Washington State Coordinating Council for Occupational Education, Building 17 - Airdustrial Park, Olympia, WA, 98504; Washington State Department of Education, Division of Vocational Education, Olympia, WA, 98504
Contract and/or Control No.: No data

Summary of Project: Welders who work in highly technical fields often lack skills in basic metallurgy and are not familiar with operating the welding machines used for these purposes. A developmental program will provide skill upgrading opportunities for students and former students of regular welding programs. Courses that are appropriate to develop and research are: Welding Metallurgy of Ferrous Materials, Welding Metallurgy of Non-ferrous Materials, Theory and Operation of Welding Power Supplies. Since the educational levels of most welders are below college level, innovative teaching techniques need to be developed to plan appropriate learning experiences for those students with limited generic skills. Each welding class will be surveyed to discover student educational level and understanding of generic skills. Teaching techniques will be determined by this information. There will be continuous evaluation of skills learned in each of the pilot classes and a final evaluation to determine whether this should be part of the regular degree program.

VTP 2085
Title: Management Experience Project.

Principal Investigator: Harold O. Beggs
Recipient Institution: Grand Coulee Dam School District 301J, P. O. Box 117, Electric City, Washington, 99123
Start - End Dates: September, 1975 to June, 1976
Annual Funding: $1,800.00
Sponsoring Agency: Washington State Research Coordinating Unit, Coordinating Council for Occupational Education, Building 17 - Airdustrial Park, Olympia, WA, 98504; Washington State Department of Education, Division of Vocational Education, Olympia, WA, 98504
Contract and/or Control No.: No data

Summary of Project: This project will provide for a feasibility study and initial operation of the concession stand at Spring Canyon National Recreation Area by the Vocational Education Department at Lake Roosevelt High School. This project would be operated in cooperation with the National Park Service which controls this Recreation Area. The concession stand will be operated during the months of June, July and August. Lake Roosevelt High School students in the Diversified Occupations Program would assume the responsibility of managing and operating this concession stand. Through this experience they would gain management and merchandising skills which would be valuable to them in post-high school work experiences. High school credits will be given to students who participate in the project. Gas and boat maintenance service would be provided by students from our Vocational Auto Mechanics program. These students would be provided with special training on boat engine repair during the 1975-76 school year and then would use these skills to service boats at the marina at Spring Canyon.

VTP 2086
Title: Employment and Employment Training Needs of Older People.

Principal Investigator: Robert E. Sarvis
Recipient Institution: Edmonds Community College, 20000 68 Avenue West, Lynnwood, WA, 98036
Start - End Dates: April 15, 1975 to August 31, 1975
Annual Funding: $888.00
Sponsoring Agency: Washington State Research Coordinating Unit, Coordinating Council for Occupational Education, Building 17 - Airdustrial Park, Olympia, WA, 98504; Washington State Department of Education, Division of Vocational Education, Olympia, WA, 98504
Contract and/or Control No.: No data

Summary of Project: Through survey and in-depth interviews, this investigation would attempt to disclose some types and amount of vocational retraining services for older people and retired workers for whom traditional vocational programs are totally inappropriate. The study would further attempt to disclose ways in which vocational education can accommodate various skill levels as these may be assessed in designing competency based short term vocational training that would lead to the satisfaction of intrinsic and extrinsic rewards that should prove non-threatening to the society. Essentially the measurement instruments would measure those desirable rewards and those necessary rewards within the work itself. Normative data will be secured from a random sample selected from Employment Security enrollees and Senior Center members. Student assistants will aid in conducting in-depth interviews with the 20% sampling. From these data the principal investigator will construct the requisites obtained as they tend to formulate the principles and needed conditions for vocational skill

retraining and skill areas. This research would then become the base from which a pilot study will be designed to test the principles and applications in a study to follow.

VTP 2087
Title: Vocational Mining.

Principal Investigator: John "L" Reager
Recipient Institution: Wallace High School, District #393, Idaho
Start - End Dates: July 1975 to June 1976
Annual Funding: $15,000.00
Sponsoring Agency: Idaho State Department of Education, Boise
Contract and/or Control No.: No data

Summary of Project: The purpose of this project is to prepare high school youth for entry level employment in occupations associated with the mining industry. Students will be employable on a basic level in the field of mining in Idaho. Actual employment conditions will be provided for students. Some will be allowed to work right in the mines for experience (as age of student permits). It is the goal of this on-going project to produce a safety-conscious student miner for employment with local mining companies. The program curriculum consists of a rigid course of study on mining hazards, avoiding injury, use of equipment, methods of ground support. The classes will run 36 weeks for 3 hours per day--a total of 540 hours.

VTP 2088
Title: Vocational Education Management Information System for Virginia.

Principal Investigator: Donald E. Elson
Recipient Institution: Virginia Polytechnic Institute and State University, Blacksburg, VA
Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $33,345.00
Sponsoring Agency: Virginia State Department of Education, Division of Vocational Education, Richmond
Contract and/or Control No.: No data

Summary of Project: The major objective of this research is to improve and expand the Vocational Education Management Information System for Virginia (VEMIS-V). Specifically, this project will: (1) investigate further computerization of major components of VEMIS-V and the five-year planning documents; (2) print the Vocational Education Reporting System (VERS) forms for 1975-76 and print and distribute a TEACHER'S GUIDE - 1975 and a revised TEACHER'S GUIDE - 1976; (3) conduct an evaluation of VERS to determine the adequacy of the information provided by the system to local school divisions for evaluation and planning of local vocational education programs; (4) conduct a study of the follow-up information needs of local school divisions and submit a report; (5) revise and update VERS to meet changing information needs and print the 1976-77 VERS forms. All materials developed in this research, with the exception of the VERS teacher's guide and forms, will be sent to the Division of Vocational Education staff in a limited number of copies. The VERS TEACHER's GUIDE - 1975 and TEACHER's GUIDE - 1976 will be printed for state-wide distribution and VERS coordinators in each school division will be sent copies. The VERS scanning forms will be ordered in sufficient copies for state-wide use.

VTP 2089
Title: A Pilot Project to Develop Work-Infused Experiences for Mathematics Instruction.

Principal Investigator: Richard P. Morrison
Recipient Institution: Elkhart Community School Corporation, 2720 California Road, Elkhart, Indiana, 46514
Start - End Dates: July 1, 1975 to August 31, 1976
Annual Funding: $14,100.00
Sponsoring Agency: Indiana State Department of Public Instruction, Division of Vocational Education, 120 W. Market Street, 16th Floor, Indianapolis, Indiana, 46204
Contract and/or Control No.: No data

Summary of Project: This project will prepare a handbook of experiences for use by mathematics instructors at all school/age levels. The experiences will relate specific mathematics concepts to examples found in business/industry/service/government work stations and suggest concrete experiences for infusion into the math courses. The handbook could be used as supplementary materials for LEA's which pilot portions of the Career Education Curriculum Guide and will describe experiences in relation to each of the 15 USOE Career Clusters. The project will compile "concept lists" for the mathematics curriculum obtained from test makers and the work world. The project will be conducted in three stages: (1) major test companies will be requested to supply technical materials showing the categories of concepts in mathematics that are used in developing their mathematics diagnostic and achievement tests; (2) data will be gathered from mathematics teachers and industry/business/service/government personnel to select appropriate mathematics concepts and experiences; (3) curriculum consultants will write a handbook.

VTP 2090
Title: Career Orientation for High School Student Leaders in Agricultural Occupations.

Principal Investigator: Ronald A. Brown
Recipient Institution: Mississippi State University, Department of Agricultural and Extension Education, Drawer AV, Mississippi State, Mississippi, 39762
Start - End Dates: June 1, 1975 to June 30, 1976
Annual Funding: $19,883.96
Sponsoring Agency: Mississippi State Department of Education, Division of Vocational and Technical Education, P. O. Box 771, Jackson, Mississippi, 39205
Contract and/or Control No.: No data

Summary of Project: This project is designed to increase the knowledge and awareness of high school students regarding careers in agriculture. Junior and senior high school student leaders who have shown an interest in agricultural occupations will be selected to participate in a variety of activities of interest to them focused on career opportunities in agriculture and requisites for such careers. Upon the completion of these activities, the students will be expected to: (1) Have increased their awareness of the broad range of occupations available in agriculture, (2) Have gained an understanding of the requisites for various families of occupations in agriculture, (3) Be able to return to their home high school and present a program of career information to their peers in an organized manner. In cooperation with the students' respective vocational agriculture teachers, students will participate in an intensive orientation session designed to provide the variety of experiences necessary to maintain the interest of high school students. Activities such as field trips, demonstrations, tours, audio-visual, presentations, and resource material development will be provided by representatives of agribusiness, agricultural agencies, and various departments of the College of Agriculture. These students will be given assistance in planning similar programs of activities for their peers at their local high schools.

VTP 2091
Title: Assessment and Evaluation of the Public's Perception of Vocational Education in Indiana.

Principal Investigator: Betty A. Sawyers
Recipient Institution: Department of Education, Purdue University, West Lafayette, Indiana, 47907
Start - End Dates: June 1, 1975 to May 31, 1976
Annual Funding: $9,550.00
Sponsoring Agency: Indiana State Department of Public Instruction, Division of Vocational Education, 120 W. Market Street, 16th Floor, Indianapolis, Indiana, 46204
Contract and/or Control No.: No data

Summary of Project: The purpose of this study is to define the general image of vocational-technical education in Indiana as represented by a statistical sampling of respondents from a variety of identified categories. Objectives are to: (1) Determine the overall perception of vocational education held by the general public, (2) Determine if there are differences in perceptions related to the various areas within vocational education, (3) Identify the perceptions of vocational education held by the following publics: (a) junior high school students, (b) senior high school students, (c) elementary, secondary teachers and school personnel, (d) parents and patrons of a school district, (e) employers of vocational education graduates, (f) young adults not currently in school; (4) Identify the determinants of a positive/favorable perception of vocational education. This study will in general develop and refine instruments that may be administered by any LEA to access the image of vocational-technical education. It will establish research procedures and analysis methods which may be replicated. Specific products include: (1) A description of the image of vocational education in a defined geographical area of Indiana by: (a) specified population characteristics, (b) discipline area such as agri-business, distributive education, etc. (2) Strategies and techniques that produce favorable perceptions of vocational education. (3) Recommendations to appropriate vocational educational personnel related to potential productive activities to either change unfavorable perceptions or enhance favorable ones.

VTP 2092
Title: Implementation of Career Development Program.

Principal Investigator: George Savis
Recipient Institution: School Town of Highland, Highland, Indiana
Start - End Dates: June 1975 to May 1976
Annual Funding: $9,900.00
Sponsoring Agency: Indiana State Department of Public Instruction, Division of Vocational Education, 120 W. Market Street, 16th Floor, Indianapolis, Indiana, 46204
Contract and/or Control No.: No data

Summary of Project: (1) Through classroom experience and participation in exercises in the Career Resource Center, each student will be aware of careers available locally and nationally. (2) When given a list of career areas, the students will identify 90% of the career opportunities available locally and which are not available locally. (3) Each student will be able to list and describe at least 10 of the Career Clusters as identified by the U.S. Office of Education. (4) Each student will visit at least 6 different possible career areas in the Lake-Cook County areas during the semester and the Area Technical-Vocational Career Center. (5) Each student will be placed in at least 2 on-the-job experience situations to observe, and hopefully have hands-on experience in the career fields. (6) Each student will be able to list at least 2 of

his aptitude strengths and any weaknesses. This will be accomplished through administration of the General Aptitude Test Battery by counselors specially trained to administer it. (7) After taking an interest inventory, each student will be able to list his major areas of interest or areas which are of least interest to him. (8) A four year high school program will be developed by each student reflecting the student's understanding of his abilities and interests so that the student is able to take advantage of career opportunities as they present themselves after high school.

VTP 2093
Title: Work Experience and Career Exploration Program.

Principal Investigator: Lyle Sorum
Recipient Institution: Fargo Public Schools, Fargo, North Dakota
Start - End Dates: August 1975 to June 1976
Annual Funding: $18,000.00
Sponsoring Agency: North Dakota State Board for Vocational Education, Bismarck
Contract and/or Control No.: No data

Summary of Project: WECEP is designed for 14 and 15 year old students that do not respond positively to the regular school program. It provides an opportunity for the student to apply in-school education through employer-employee relations, actual work experience, and helps a student to acquire a basis from which to choose a career avenue. The greatest contribution the program is expected to make to education is that educationally disadvantaged students will be motivated to remain in school after the ninth grade and that these students will develop a positive attitude toward education in general, toward teachers, co-students, and co-workers. Alienated or turned off students will be identified and screened for admission in WECEP. Students will participate in a program orientation session. Individual in-school schedules will be designed for each student. A student may be enrolled in some regular classes or be totally assigned to the WECEP educational program. The teacher-coordinator will provide group and individual instruction and will assist the student in securing part time employment. The teacher-coordinator will also attempt to bring about an attitudinal change in the student toward school and the career aspiration of the student. A part of the instruction is aimed toward the development of safety concepts related to school community, and employment; and towards development of desirable attitudes toward work.

VTP 2094
Title: Development of a County-Wide Cooperative Guidance Program with Emphasis on Counseling, Guidance, and Placement.

Principal Investigator: Michael Vietti
Recipient Institution: Porter County Schools, Porter County Career Cooperative
Start - End Dates: June 1, 1975 to May 31, 1975
Annual Funding: $11,940.00
Sponsoring Agency: Indiana State Department of Education, Division of Vocational Education, 120 W. Market Street, 16th Floor, Indianapolis, Indiana, 46204
Contract and/or Control No.: No data

Summary of Project: It is the purpose of this project to help guidance counselors in Porter County become more efficient and successful career counselors through a training program designed to: (1) Broaden their perspective of vocational technical education, (2) Develop a successful career guidance program in their respective schools involving students, parents, faculty, and administration, (3) Provide a broader knowledge of occupational opportunities in their immediate geographic area, and (4) Bridge the

communication gap between guidance counselors and vocational-technical personnel. The above objectives will be accomplished with in-service training programs involving guidance counselors and consultants with expertise in guidance and counseling, vocational education, career education concepts, job placement, business and industry, and organized labor. Specific tasks will be developed to direct the gathering of information related to occupational employment opportunities and patterns in the local community and to produce a resource listing of employment opportunities that can aid the counselor in vocational and career guidance.

VTP 2095
Title: Employment of a Dissemination Coordinator at FA&M University.

Principal Investigator: Paul Mohr
Recipient Institution: Florida A&M University, Tallahassee, Florida, 32307
Start - End Dates: July 1975 to June 1976
Annual Funding: $23,880.00
Sponsoring Agency: Florida State Department of Education, Tallahassee, Florida, 32304
Contract and/or Control No.: C5-007

Summary of Project: The purpose of this project is to create a Dissemination Coordinator position in the College of Education at The Florida Agricultural and Mechanical University, to provide leadership and assistance in the development and operation of a statewide system for disseminating vocational education products and processes designed to improve education at the district school, community college, university and other government agency levels in occupational areas of agriculture, home economics, business, distributive, health occupations, technical, industrial, manpower and diversified education for regular, disadvantaged and handicapped students. The primary functions of the Dissemination Coordinator are: (1) to act as liaison between the State Department of Education which is responsible to establish policy and priority; and (2) to serve as a technical resource person for identified target group users who need the products and processes designed to improve vocational education within the state-wide system. Responsibilities of the Dissemination Coordinator include: (1) Assisting in keeping current policies and procedures needed to operationalize and maintain the system of dissemination and diffusion; (2) Assisting in developing dissemination plans for each development project funded in the Division for curriculums, evaluations, assessments, accountability for all occupations at all levels of education and for all target groups; (3) Providing consultative services to all technical assistants engaged in the process of dissemination improved processes and practices in vocational education; (4) Monitoring the managerial aspects of funded dissemination projects.

VTP 2096
Title: Establishment and Operation of a Student Job Placement Service.

Principal Investigator: William P. Young
Recipient Institution: Arlington County Public Schools (007), Virginia
Start - End Dates: July 1, 1975 to June 30, 1978
Annual Funding: $30,000.00
Sponsoring Agency: Virginia State Board of Education, Richmond, VA, 23216
Contract and/or Control No.: No data

Summary of Project: It will be the purpose of this project to provide for a greater concentration of vocational guidance and to work with the guidance department of the school in providing a better guidance program for all students. It will also be the

purpose of this project to provide placement services for all students at every exit level and to coordinate these services with employment agencies now in existence and with employers. A system for follow-up will be developed in order that the placement office may determine the effectiveness of the program and the success of former students. The follow-up will assist in continued program development and changes. Objectives include: (1) Assist in the placement of high school graduates, dropouts, and students who want part-time employment. (2) Work closely with the coordinators of the various cooperative education programs, and with the Career Center staff in the placement of students. (3) Work closely with the guidance department in providing vocational guidance opportunities. (4) Assist students to advance in their job situation. (5) Develop and maintain a job bank. (6) Maintain a detailed follow-up of all students taking advantage of the services offered by the placement office for at least three years after leaving the school.

VTP 2097
Title: Development of a Health Occupations Continuing Education Center.

Principal Investigator: Joyce Stevens
Recipient Institution: Evansville-Vanderburgh School Corporation, 1900 Stringtown Road, Evansville, Indiana, 47711
Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $16,425.00
Sponsoring Agency: Indiana State Department of Public Instruction, Division of Vocational Education, 120 W. Market Street, 16th Floor, Indianapolis, Indiana, 46204
Contract and/or Control No.: 40-74-D-4

Summary of Project: The major objective of this continuation of a project begun in 1974 is to develop a model for the establishment and administration of vocational health occupations continuing education centers. Objectives are: (1) To complete the educational programs currently being offered and evaluate their impact on work performance of the participants. (2) To offer additional programs based on the priority learning needs identified in the survey of the first year for licensed practical nurses, operating room technicians and nurse aides. (3) To expand the survey of learning needs to include other health occupations and other occupational settings and to offer needed programs. (4) To evaluate by testing in operation and then refine the administrative policies, procedures and recording system of the continuing education center. Some expected outcomes are: (1) Improved job performance of workers and consequently improved quality of health care. (2) Increased job satisfaction and opportunities for participants. (3) Clarification of the possible involvement of vocational education as a force in improving the quality of health care through continuing education offerings. (4) Development of a manual for the administration of health occupations continuing education centers.

VTP 2098
Title: Increasing Business Education Opportunities.

Principal Investigator: Iva Kjosnes
Recipient Institution: Zillah High School, Box 777, Zillah, Washington, 98853
Start - End Dates: June 15, 1975 to June 30, 1976
Annual Funding: $948.00
Sponsoring Agency: Washington State Research Coordinating Unit, Coordinating Council for Occupational Education, Building 17 - Airdustrial Park, Olympia, Washington, 98504; Washington State Department of Education, Division of Vocational Education, Olympia, WA, 98504
Contract and/or Control No.: No data

Summary of Project: To provide greater opportunity for students through multi-media self-instructional material to enroll in business and secretarial courses, the teacher will work for 20 days during the summer preparing individualized material for Typing, Business Machines, Office Procedures, Bookkeeping, Record Keeping, and Shorthand. Limited class offerings, missing school because of farm work and home situations often prevent a student from succeeding in regular vocational classes. This program would make it possible for the student to work any period at school or at home and would increase course offerings during the 1975-76 school year.

VTP 2099
Title: Continuation of a Special Project on the Development of an Instrument for Prescribing Compensatory Education for Vocational Technical Trainees.

Principal Investigator: Delight C. Willing
Recipient Institution: Renton Vocational Technical Institute, 3000 NE Fourth Street, Renton, WA, 98055
Start - End Dates: May 1, 1975 to June 30, 1976
Annual Funding: $25,936.00
Sponsoring Agency: Washington State Department of Education, Division of Vocational Education, Olympia
Contract and/or Control No.: No data

Summary of Project: To permit remediation of specific skill deficiencies related to vocational training areas, a series of pre-entry criterion-referenced tests will be developed. Each test will assess verbal and numerical competencies which are identified as prerequisites to successful training in the selected vocational areas. During FY 75 three such tests have been developed; this continuation project will develop at least ten additional tests, a teacher's manual, and program for state-wide dissemination. Use of the developed tests with all potential enrollees in each of the training areas will permit identification of those students demonstrating severe weaknesses in the basic competencies and allow for appropriate prescription of remedial education. Case studies will be maintained on students tested, including test scores, records of remedial education, records of progress in vocational education, and assessments of improvement made by vocational instructors. Evaluation of the project will be carried out by a third-party evaluator.

VTP 2100
Title: North Haven Career Education Model Development.

Principal Investigator: Peter J. Mendall
Recipient Institution: S.A.D. #7, North Haven Community School, North Haven, Maine, 04853
Start - End Dates: July 1, 1974 to June 30, 1975
Annual Funding: $3,371.00
Sponsoring Agency: Maine State Department of Educational and Cultural Services, Augusta, Maine, 04330
Contract and/or Control No.: 75-96-534-75

Summary of Project: To initiate the development of a K-12 Career Education model suitable to the needs of North Haven and similarly small, isolated schools. North Haven Community School will train staff, purchase equipment, develop materials, and focus resources to develop a curriculum responsive to the needs of the students in their contemplation of career choices. The approach we develop at North Haven will provide a model for the development of Career Education programs at other schools which share our constraints: geographic isolation, small population, limited career and educational references and limited school resources.

VTP 2101
Title: Vocational-Technical Education Consortium of States in Virginia.

Principal Investigator: Dewey A. Adams
Recipient Institution: Virginia Polytechnic Institute & State University, Blacksburg, VA, 24061
Start - End Dates: July 1, 1975 to June 30, 1977
Annual Funding: $59,139.00
Sponsoring Agency: Virginia State Board of Education, Richmond, Virginia, 23216
Contract and/or Control No.: No data

Summary of Project: The major objectives of this project are to develop the catalogs of performance objectives and criterion-referenced measures for which Virginia is responsible through its membership in the Vocational-Technical Education Consortium of States (V-TECS), which was formed to promote and develop performance-based materials for occupational education. The project will complete two catalogs currently assigned for Nursing Assistance and Logging (Timber Harvesting) and four additional catalogs to be assigned during fiscal years 1976 and 1977. Final versions will be developed based upon: state-of-the-art study, surveys of incumbent workers, task inventory lists, and field testing. Catalogs will be distributed to teachers in appropriate occupational areas during a series of in-service courses or workshops.

VTP 2102
Title: Development of a Generalizable Evaluation Model for Vocational Teacher Education.

Principal Investigator: Charles Kline and William B. Richardson
Recipient Institution: Purdue University, Department of Education, West Lafayette, Indiana 47907
Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $11,933.00
Sponsoring Agency: Indiana State Department of Public Instruction, Division of Vocational Education, 120 W. Market Street, 16th Floor, Indianapolis, Indiana, 46204
Contract and/or Control No.: No data

Summary of Project: The purpose of this project is to develop a functional and generalizable working model for the evaluation of vocational teacher education programs. The project will detail the generalizable process and product criteria that form a functional model for evaluation and explain how such criteria can be merged into a functional model. Interim process and product reports regarding the nature and scope of existing vocational teacher education programs in Indiana and the status of current and past graduates will be prepared. In conjunction with a project advisory committee, Purdue University and Indiana University will cooperate in developing data collection instruments, analyzing data, and refining a working model. Purdue University will prepare a final report combining process and product criteria. Indiana University will conduct a state-wide dissemination conference concerning the model and the data obtained.

VTP 2103
Title: Changing Trends in the Plans of High School Seniors: Comparisons in the Educational, Employment and Occupational Plans of the Seniors in Indiana High School Classes of 1966, '69, '72 and '75.

Principal Investigator: J. P. Lisack
Recipient Institution: Purdue University, West Lafayette, Indiana, 47907

Start - End Dates: June 1, 1975 to January 31, 1976
Annual Funding: $6,700.00
Sponsoring Agency: Indiana State Department of Public Instruction, Division of Vocational Education, 120 W. Market Street, 16th Floor, Indianapolis, Indiana, 46204
Contract and/or Control No.: No data

Summary of Project: This project will draw upon completed research on the characteristics, vocational choices and educational and employment plans of Indiana high school seniors from 1966, 1969, 1972, and 1975. The objective is to provide comparative and trends data, in a readily comprehensible form, which will aid vocational/technical and career personnel (planners, administrators, counselors, teachers and others) to gain knowledge about high school seniors, which in turn will help them make better plans and decisions. Data will include: personal and background characteristics of seniors, plans after graduation, factors related to making career choice, main career choices, information concerning post-secondary education plans and courses chosen, education and training programs desired but not available locally. This data will provide a series of historical base points for future research. A comprehensive report will be developed; news releases will be distributed; a synopsis and abstract will be distributed to high schools and others having an interest in vocational education.

VTP 2104
Title: A Proposal for an Occupational Education Resource Center.

Principal Investigator: Nicholas L. Paul
Recipient Institution: University of New Hampshire, Durham, New Hampshire
Start - End Dates: May, 1975 to December, 1976
Annual Funding: $4,200.00
Sponsoring Agency: New Hampshire State Department of Education, Concord
Contract and/or Control No.: No data

Summary of Project: This project is one part of the Management Information System project. Its purpose is to establish and operate an occupational education resource center for secondary vocational teachers. An Advisory Committee will be formed, consisting of representatives from: Secondary Vocational Teachers, Local Vocational Directors, Guidance Counselors, Vocational-Technical Colleges, Vocational Teacher Educators, Adult Education Teachers, the Twin-State Information System, the University of New Hampshire Media Center, and Industry. A review of the literature relative to establishment and operation of resource centers will be undertaken. The resource center will be located on the campus of the University of New Hampshire in Diamond Library and will use facilities and equipment of the library Media Center. Initial services will include: (1) New Hampshire VIEW (Vital Information for Education and Work); (2) Complete ERIC microfiche collection and search capability; and (3) liaison with regional resource center under sponsorship of NIE. Summer workshops for secondary teachers, guidance personnel, and administrators will be conducted.

VTP 2105
Title: Techniques of Industrial Knowledge (T.I.K.).

Principal Investigator: Lud DelGizzo
Recipient Institution: George J. West Middle School, Providence, Rhode Island
Start - End Dates: September, 1975 to June, 1976
Annual Funding: $1,800.00
Sponsoring Agency: Rhode Island State Department of Education, Providence, RI, 02908
Contract and/or Control No.: D-7623

Summary of Project: The programs provide an organized study of industrial knowledge and techniques for eighth-grade students, with the resulting understanding of the man-made world and the benefits of this insight in terms of educational and occupational opportunities. Students learn how man plans, organizes, and controls men, materials, and processes to produce such items as buildings, roads, automobiles, furniture, and appliances. Students will use tools, materials, and industrial practices to produce products that are representative, in principle, of man-made structure and products that are produced on a site (construction) or in a plant (manufacturing). Students will be divided into four groups, 30-35 per group, and will meet three times per week, 60 lessons, for twenty weeks of Construction and twenty weeks of Manufacturing, rotating at the half semester.

VTP 2106
Title: Two Hour Vocational Classes at the Laurel County Area Vocational School.

Principal Investigator: Ray Roundtree
Recipient Institution: Vocational Education, Region 13, P. O. Box 145, Barbourville, Kentucky, 40906
Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $15,810.00
Sponsoring Agency: Kentucky State Department of Education, Bureau of Vocational Education, Supporting Services Division, Frankfort, KY, 40601
Contract and/or Control No.: No data

Summary of Project: Objectives of this continuation proposal are: (1) To determine the efficiency of two hour instructional blocks for five trade and industrial education programs of instruction, (2) To determine effect of change as perceived by the professional staff, and (3) To determine feasibility of instituting similar programs in other Kentucky area vocational education centers. For the third year, pupils are to be enrolled in the Laurel County Area Vocational School for two hours of instruction per day instead of the traditional three hours. The student will receive instructions in the trade area in which they are enrolled and related areas. The project will provide significant changes for the secondary vocational education programs in area vocational education centers across the state. It will provide information concerning the effect on community, school administration, and staff interaction which will assist others in innovating experimental program modifications, research, curriculum and development activities.

VTP 2107
Title: Griffith High School Career Education Pilot Project.

Principal Investigator: Thomas G. Sfura
Recipient Institution: Griffith Public Schools, 132 N. Broad Street, Griffith, Indiana, 46319
Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $6,510.00
Sponsoring Agency: Indiana State Department of Public Instruction, Division of Vocational Education, 120 W. Market Street, 16th Floor, Indianapolis, Indiana, 46204
Contract and/or Control No.: No data

Summary of Project: Objectives of the project are to: (1) locate and collect commercially produced career education activities and materials for use by the instructional staff; (2) assist the instructional staff in blending career education concepts with their traditional teaching methods; (3) help students make sound career-oriented decisions

based on aptitudes and interests; (4) promote and develop a working relationship with local business and labor representatives. A Career Education Committee will assemble and screen career education materials for inspection and use by instructional staff. Workshops and in-service sessions will be developed to provide assistance for interested instructors. Student activities will include: Career Weeks, occupational study groups, field trips, and classroom activities. A job placement service will be developed and local businesses will be contacted to determine present manpower needs.

VTP 2108
Title: A Study of Drop-Outs - 1970-1974.

Principal Investigator: Carroll Eno and Bob Holt
Recipient Institution: Lebanon High School, Lebanon School District, Lebanon, New Hampshire, 03766
Start - End Dates: July, 1975 to June, 1976
Annual Funding: $3,500.00
Sponsoring Agency: New Hampshire State Department of Education, Vocational-Technical Division, 105 Loudon Road, Concord, New Hampshire, 03301
Contract and/or Control No.: No data

Summary of Project: The objective of this project is to assess the Lebanon High School "Drop-Out" by means of a Survey Questionnaire and Permanent Record Card data to determine: (1) What curriculum changes might be desireable to entice the school-leaver to stay? (2) What curriculum changes might provide for vocational training for job-entry skills earlier in the high school program for those who are determined to terminate earlier anyway? The project will identify, locate, and pursue dropouts by mail, telephone and interview to obtain answers to the questionnaire. This will be followed by a tabulation of the data and a statistical investigation of data yields. Expected results of the study will benefit educators in assessing the need for curriculum revision. Drop-outs, once located, can be offered follow-up services by the guidance staff.

VTP 2109
Title: Opening Doors to Awareness.

Principal Investigator: Norma E. Blythe
Recipient Institution: Northern Lincoln Elementary, New River Road, Manville, Rhode Island, 02838
Start - End Dates: September, 1975 to June, 1976
Annual Funding: $2,964.00
Sponsoring Agency: Rhode Island State Department of Education, Providence, RI, 02908
Contract and/or Control No.: D 7614

Summary of Project: Over a two year period, the teachers in each of the four learning centers of the school will expose the children to numerous occupations from each of the fifteen career clusters. Each center will focus on a single theme as the source and supporter of many careers: Kindergarten - Community Helpers; Primary - Restaurant; Lower Intermediate - Library; Upper Intermediate - Hospital. The continuous progress - individualization of instruction program in this open space elementary school is divided into four learning centers: Kindergarten (two sessions with approximately 30 children each); Primary (approximately 125 children); Lower Intermediate (approximately 160 children); and Upper Intermediate (approximately 165). In each center the program is designed for a two year period, since the child usually stays in each center two years. At the end of his seven years in this program, he will have been exposed to occupations within the fifteen career clusters at least four times.

VTP 2110
Title: Career Awareness in North Scituate.

Principal Investigator: June H. Guglielmi
Recipient Institution: North Scituate School, Institute Lane, North Scituate, RI, 02857
Start - End Dates: September, 1975 to June, 1976
Annual Funding: $5,366.00
Sponsoring Agency: Rhode Island State Department of Education, Providence, RI, 02908
Contract and/or Control No.: D 7607

Summary of Project: The primary purpose of this project is to expose approximately 300 students ranging from kindergarten through grade 6 to careers in ten of the fifteen occupational clusters identified by the United States Office of Education. Teachers have worked on concepts, generalizations and activities related to careers at levels appropriate to the maturity of their respective students. Student activities include field trips, experiments and individual and class projects. It is hoped that by exposing children to so many occupations, they will become aware that they have many choices and options open to them.

VTP 2111
Title: Discriminatory Factors of Social Adjustment for Transitional Students.

Principal Investigator: Jane Allen
Recipient Institution: University of New Hampshire, Durham, NH, 03824
Start - End Dates: July, 1975 to June, 1976
Annual Funding: $524.00
Sponsoring Agency: New Hampshire State Department of Education, Division of Vocational-Technical Education, Concord, NH, 03301
Contract and/or Control No.: No data

Summary of Project: This study will compare measures of global social adjustment of identified transitional students with departmentalized students based upon Alfred Adler's concept of social interest. The research will attempt to determine the usefulness of social interest scores in differentiating between transitional and non-transitional students. The sample will consist of approximately 416 students from a public junior high school in Derry, New Hampshire. Data will be obtained through utilization of a true-false questionnaire, based on Sulliman's Scale of Social Interest as scored from IBM answer sheets. Included on the answer sheets will be additional questions pertaining to students' personal backgrounds. Such variables as I.Q., reading scores, and Socio Economic Status (SES) will also be coded. Expected information concerning the substantive differences between students in transitional and conventional classroom situations will be useful in eventual incorporation of those factors which promote social and vocational adequacy and adjustment into ongoing state educational systems.

VTP 2112
Title: "APOLLO", Advising Parents on Learning Life-Goal Opportunities.

Principal Investigator: E. Sibielski and F. Castelli
Recipient Institution: Cranston High School West, 80 Metropolitan Avenue, Cranston, Rhode Island, 02920
Start - End Dates: September, 1975 to June, 1976
Annual Funding: $6,664.00
Sponsoring Agency: Rhode Island State Department of Education, Providence, RI, 02908
Contract and/or Control No.: D 7617

Summary of Project: The goal of this project is to increase parents and students knowledge of the process involved in choosing a life-goal, the resources and opportunities schools provide in choosing a life-goal, and the importance of distinguishing between interest versus ability. Each of the eight counselors at Cranston High School West will select 10 counselees who are undecided about career goal. Test profiles will be developed for each student to distinguish between ability and interest. Each counselor will participate in six evening sessions with students and parents. These sessions will include: demonstrations by counselors, discussions, lecture series, and viewing tapes and filmstrips on occupations, careers, and social-awareness skills.

VTP 2113
Title: An Agricultural Work-Study Career Education Program for Academically and Socio-economically Deprived Urban New Hampshire High School Incoming Sophomore Students.

Principal Investigator: Lewis Roberts, Jr.
Recipient Institution: Thompson School of Applied Science, University of New Hampshire, Durham, NH, 03824
Start - End Dates: July, 1975 to June, 1976
Annual Funding: $14,720.00
Sponsoring Agency: New Hampshire State Department of Education, Vocational-Technical Division, 105 Loudon Road, Concord, NH, 03301
Contract and/or Control No.: No data

Summary of Project: The objective of this project is to provide 64 New Hampshire urban high school incoming sophomore students from Manchester and Nashua with work and educational experience in four agriculturally-related career fields. Preference will be given to academically and socio-economically deprived students. Each student will be involved in cooperative living and recreational activities stressing interpersonal relations, spending 10 days at the Highland House Farm at the University of New Hampshire. Participants will explore: (1) Food Services Management by preparing their own meals; (2) Forestry by working on the farm lumber operation; (3) Plant Science through work in the vegetable gardens and nurseries; (4) Animal Science through involvement in various farm operations. Students will work under the supervision of highly selected Thompson School seniors who will coordinate projects and develop lecture/discussion sessions with the guidance of Thompson School faculty members.

VTP 2114
Title: Solar Heat Project.

Principal Investigator: Robert E. Crichton
Recipient Institution: Somersworth School District, Somersworth, NH, 03878
Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $9,350.00
Sponsoring Agency: New Hampshire State Department of Education, Vocational-Technical Division, 105 Loudon Road, Concord, NH, 03301
Contract and/or Control No.: No data

Summary of Project: The intent of this project is to create a broader field for our natural resources usage. Students will gain first-hand knowledge of methods of using solar energy to fulfill the ever-demanding requirements of today's needs. Objectives are: (1) To initiate a solar heating strand in the Building Trades Curriculum, (2) To allow the Building Trades instructor, Building Trades students, Science and Math Departments the opportunity to investigate different types of solar heating systems, and (3) To plan for the construction of a solar heated home in the 1976/77 school year. The Project

Director during the 1975/76 school year will, along with the Math Department Head and Science Department Head and Advisory Committee, study the feasibility of solar energy to be used in a home construction project in 1976/77. The team will develop and implement an instructional strand which will include field trips to solar energy-using sites, construct several solar panels to be used to gain the most efficient use of solar energy and study recent information dealing with solar heat. Class activities and experimentations will take place in the Somersworth Area Vocational School located in Somersworth, New Hampshire.

VTP 2115
Title: Woonsocket Vocational-Technical Skill Center Planning Grant.

Principal Investigator: Clifton Boyle
Recipient Institution: Woonsocket Education Department, 70 North Main Street, Woonsocket, Rhode Island, 02895
Start - End Dates: September 1975 to June 1976
Annual Funding: $3,577.00
Sponsoring Agency: Rhode Island State Department of Education, Providence, 02908
Contract and/or Control No.: C 7604

Summary of Project: To assist the Woonsocket Area Vocational-Technical Facility in providing vocational-technical education to the students of northern Rhode Island, this project will explore the utilization of the skill center concept. The skill center approach is a delivery system that allows students to participate in occupational programs at the Area Vocational-Technical Facility, while attending academic support courses at their "home high school." An investigation team will develop and recommend procedures to: (1) Determine methods of transporting students to and from the Area Vocational-Technical Facility; (2) Establish a compatable scheduling procedure for sending schools and the Area Vocational-Technical Facility; (3) Design guidelines for sending community responsibilities for student control and discipline; (4) Define the roles of the Area Vocational-Technical Facility guidance counselor and sending community guidance counselors; (5) Construct guidelines and procedures relating to fiscal responsibility and tuition costs for participating communities.

VTP 2116
Title: A Follow-Up Survey of the Graduates of the High Schools in Vocational Region #8 of New Hampshire.

Principal Investigator: Eugene W. Ross
Recipient Institution: Laconia School District, Harvard Street School, Box 309, Laconia, New Hampshire, 03246
Start - End Dates: Six months
Annual Funding: $2,520.00
Sponsoring Agency: New Hampshire State Department of Education, Vocational-Technical Division, 105 Loudon Road, Concord, NH, 03301
Contract and/or Control No.: No data

Summary of Project: To provide an updated data base from which information necessary for educational decision making can be examined, a follow-up survey of the graduates of the public high schools within Vocational Region #8 will be conducted. A combination mail and telephone technique will be utilized in obtaining data concerning the 1974, 1972, 1970, and 1968 graduates of the following secondary institutions: Belmont (Shaker Regional), Bristol (Newfound), Franklin, Laconia, Meredith (Inter-Lakes), Tilton (Winnisquam).

VTP 2117
Title: A Study of the Effectiveness of Vocational Education at Berlin Area Vocational Center.

Principal Investigator: Richard Pinette
Recipient Institution: Berlin Area Vocational Center, Berlin High School, Berlin, New Hampshire, 03570
Start - End Dates: July 1, 1975 to June, 1976
Annual Funding: $4,500.00
Sponsoring Agency: New Hampshire State Department of Education, Vocational-Technical Division, 105 Loudon Road, Concord, New Hampsh te, 03301
Contract and/or Control No.: No data

Summary of Project: Objectives of this project are (1) To obtain and tabulate pertinent information from graduates of Berlin Vocational programs and from their employers; (2) To compile a comprehensive report of this information; and (3) To use the report with Advisory Committees, school administrators, guidance counselors, and others to determine the effectiveness of vocational programs and to affect needed change. A survey instrument will be designed to obtain desired information from graduates of vocational programs from 1969 to 1974. A separate instrument will be designed for employers of these graduates. Survey returns will be tabulated. An impartial group will make determinations regarding training related employment. A report containing statistical, narrative and graphic information will be compiled. The project is expected to assist in relating vocational program offerings to the job skill requirements of industry and business. It will provide information from which decisions can be made as to what programs should be expanded, changed, initiated, or curtailed.

VTP 2118
Title: Family Day Care Homes - For Child Development and Parent Development.

Principal Investigator: Marion Goldsmith
Recipient Institution: Rhode Island Department of Social and Rehabilitative Service, Providence, Rhode Island
Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $13,707.00
Sponsoring Agency: Rhode Island State Department of Education, Bureau of Grants and Regulations, Vocational Education Office, Providence, Rhode Island, 02908
Contract and/or Control No.: C 602 JH

Summary of Project: The media of television will be used to offer an educational opportunity to providers of day care services, licensed to establish a day care home in Rhode Island. Two-hundred participants will meet in ten designated areas of the state with a trained discussion leader to reinforce the educational material with discussions, demonstration, written material, and workbooks. Forty students at Rhode Island College and the University of Rhode Island, enrolled in a family day care course, will be assigned to discussion groups as a participant/observer and will be required to make at least three home visits to providers. A research consultant will participate in an evaluation design using the student's visits to gather data about the effectiveness of this kind of training.

VTP 2119
Title: Microbiology Modules.

Principal Investigator: Raymond Walke
Recipient Institution: New Hampshire Vocational Technical College, Berlin, NH, 03570

Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $12,300.00
Sponsoring Agency: New Hampshire State Department of Education, Concord, NH, 03301
Contract and/or Control No.: No data

Summary of Project: The project will provide theoretical background in chemistry, physics, biology, geosciences, and microbiology through a series of modularized units so that the student may strengthen such areas before moving into a study of practical modules on Environmental Microbiology. The practical modules in Environmental Microbiology (EM's) will serve as mini courses within completely self-directed courses and as resources for educational activities. Textbook, manual, supplemental literature exerpts, and library reading materials will be gathered to provide historical, conceptual, and factual data for the student. Slides, filmstrips, and movies will be utilized to augment carefully chosen detailed explanations. In some instances, models and drawings will be completed by the student so that the same conceptual models are seen, heard, read, and then physically constructed. The student then takes a test conducted by an instructor or by another student.

VTP 2120
Title: Competency-Based Curriculum Project.

Principal Investigator: Herbert Bruce, Jr. and Bruce Carpenter
Recipient Institution: Curriculum Development Center, Department of Vocational Education, College of Education, University of Kentucky, Lexington, KY, 40506
Start - End Dates: July, 1975 to June 30, 1976
Annual Funding: $43,440.00
Sponsoring Agency: Kentucky State Department of Education, Frankfort, KY, 40601
Contract and/or Control No.: No data

Summary of Project: The major goal of the project is to develop, field test, evaluate, and revise validated competency-based instructional materials. Specific objectives are: (1) To develop instructional modules for 12 competency-based programs and produce mediated learning materials (primarily slide-tape presentations) to accompany catalogs of performance objectives and criterion-referenced measures in selected occupational areas; (2) To field test the instructional modules in selected schools for a total of 24 programs; (3) To evaluate the instructional modules used in the field test sites in terms of effectiveness in producing desired student learning; and (4) To revise the instructional modules based on the evaluation information received from the field-test program. The results of the formative testing, combined with other information obtained from the field-test program will be utilized in (1) reporting on the achievements of the first phase of the competency-based education project, (2) identifying parts of the materials requiring revision and refinement, and (3) planning for the subsequent demonstration and diffusion phases of the project.

VTP 2121
Title: Career Concepts Awareness.

Principal Investigator: James E. Sullivan
Recipient Institution: Cumberland School System, Mendon Road, Cumberland, Rhode Island, 02864
Start - End Dates: September 1975 to June 1976
Annual Funding: $11,002.00
Sponsoring Agency: Rhode Island State Department of Education, Providence, 02908
Contract and/or Control No.: D 7620

Summary of Project: The Cumberland School Department is in its second year of implementation of the Elementary's "Career Concepts Awareness" program which is intended to provide Career Education as part of the curriculum for all students. The program is intended to (1) provide students with knowledge and positive attitudes toward himself, (2) give an awareness of occupations which serve him, the community, and society, (3) develop skills and experiences in decision making, (4) explore the world of work. This elementary program is designed to lay the foundation for later career planning by the student as part of a comprehensive career development program. The program has utilized three basic implementation procedures: (1) learner-centered instruction, (2) concepts development, (3) sequential planning. The program is intended to expand into three new schools and increase in enrollment to approximately 1100 students with 53 teachers.

VTP 2122
Title: A Triangular Teaching Process; Using Mass Communication as a Media to Integrate Vocational and Academic Curricula through Cooperative Efforts of a Public High School, a Vocational School and a Four Year College.

Principal Investigator: F. T. Burns and Ed Allen
Recipient Institution: Daviess County School System, P. O. Box 1510, 1622 Southeastern Parkway, Owensboro, Kentucky, 42301
Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $10,288.00
Sponsoring Agency: Kentucky State Department of Education, Bureau of Vocational Education, Frankfort, KY, 40601
Contract and/or Control No.: No data

Summary of Project: (1) Visit the local radio and television stations to determine what equipment is used and the various jobs required for the operation of a radio station; (2) Work at least two hours alongside a radio or TV station employee on his regular job; (3) Produce weekly or monthly radio programs about school activities which will be aired over one of the local commercial radio stations; (4) Prepare for and pass the FCC test for the third class radio operator's license; (5) Demonstrate their knowledge of and ability to use technical radio and TV equipment by passing at an 80% level a battery of teacher-constructed tests; and (6) Simulate the operation of a TV station and produce 16 twelve-minute closed circuit TV programs on school news and at least six programs descriptive of various courses at either the Vocational School or Apollo High School. Students will learn the facts and entry-level skills, necessary for the following post-secondary activities: (1) Entry into any college curriculum leading to a degree in mass communications; (2) Entry at an advanced level into the Vocational School communications technology program; (3) Employment at a Radio or TV Station as a third class radio operator, announcer, newscaster, reporter, cameraman, technician, or advertising agent. The professional staff will complete a curriculum guide and booklet to serve as a model for others to use in similar programs. A cooperative working relationship among the three institutions will be enhanced. In the area of mass communications, the academic and vocational program will be integrated to provide a more realistic program of preparation for the broad field of mass communications.

VTP 2123
Title: Developmental Program for Preparing Students for the World of Work.

Principal Investigator: Carmine Ruggiero
Recipient Institution: Dutemple & Valentine Almy Primary School, Cranston, Rhode Island
Start - End Dates: September 1975 to June 1976
Annual Funding: $10,576.00

820

Sponsoring Agency: Rhode Island State Department of Education, Providence, 02908
Contract and/or Control No.: D 7618

Summary of Project: This program will provide the student with an awareness of the inter-relationship of curriculum and careers. It provides the student with a sequential and developmental understanding of self and others, showing all jobs have dignity and worth. It will enable the student to make decisions and choices by exposing him/her to the broad range of career possibilities. This program will continue at the Dutemple and Almy School and will add three other elementary schools (Gladstone, Woodridge and Edgewood Highland.) The program will discuss various ways with parents in which they can reinforce the decision-making skills which students acquire in the school and help their children to become more aware of the wide variety of professions and vocational opportunities available.

VTP 2124
Title: Articulation Project for Allied Health.

Principal Investigator: Ray L. Dunn
Recipient Institution: Murray State University, Murray, Kentucky, 42071
Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $18,859.00
Sponsoring Agency: Kentucky State Department of Education, Frankfort, 40601
Contract and/or Control No.: No data

Summary of Project: The overall objective for the Articulation Project for Allied Health is to determine if articulation can be accomplished from a vocational program to the degree level, and to provide an illustrated model of this process. The project will focus on the areas of: (1) Certified Laboratory Assistant, (2) Radiological Technologist, (3) Operating Room Technician, and (4) Certified Respiratory Therapy Technician. A full-time coordinator will be employed to survey the existing programs in vocational and higher education. A determination will be made of program standards and how close the existing vocational and college level programs correspond to one another. After the compilation of supportive data, an attempt will be made to establish a procedure, by which a student can achieve a complete transfer of credits from vocational health programs to degree programs.

VTP 2125
Title: New Hampshire Model for Vocational Guidance, Counseling, Placement, and Follow-Up Services (Continuation).

Principal Investigator: Richard A. Gustafson and Josephine Hayslip
Recipient Institution: Keene State College, Main Street, Keene, New Hampshire, 03431
Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $4,200.00
Sponsoring Agency: New Hampshire State Department of Education, Vocational-Technical Education, 105 Loudon Road, Concord, NH, 03301
Contract and/or Control No.: No data

Summary of Project: The purpose of this project is to provide research data on the implementation of the New Hampshire Handbook for Comprehensive Career Guidance Programs. The first effort will be to field test the actual components of the handbook and make revisions as necessary. A graduate intern will spend full-time with the guidance, teaching, and administrative staff of the Monadnock Regional High School during the field test. The second goal of the project is to field test a model which will demonstrate how a district can organize, plan and implement change in its career

guidance program. This would involve in-service workshops for superintendents and obtaining a commitment from at least two school districts to be pilot sites for implementation of the career guidance handbook. Fifty professionals from each pilot site will be trained and assisted in the development of a specific plan of action for implementation of the handbook in their district. The resulting model will be revised on the basis of continuing feedback and evaluation.

VTP 2126
Title: A Consortium for Planning Local Production and Sharing of Instructional Media in Occupational Education.

Principal Investigator: Joseph Bailey Carter
Recipient Institution: North Carolina Department of Community Colleges, 25 Education Building, Raleigh, NC, 27611
Start - End Dates: July 1, 1975 to June 30, 1977
Annual Funding: $3,908.00
Sponsoring Agency: North Carolina State Department of Public Education, Occupational Research Unit, Raleigh, NC, 27611
Contract and/or Control No.: No data

Summary of Project: The objectives of this project are to: (1) form a consortium of community colleges and technical institutes for the production and sharing of instructional media to support occupational education; (2) develop and implement a plan for producing, evaluating and sharing instructional media among participating institutions; (3) assist local institutions in developing educational materials. Procedures include: (1) seeking the commitment of approximately ten institutions for existing locally produced instructional programs and evaluating these materials; (2) surveying institutions for existing locally produced instructional programs and evaluating these materials; (3) establishing a clearinghouse for disseminating descriptions of available materials, including Occupational Research Unit products; (4) determining other needed occupational technology programs and products and devising a plan for their production and evaluation; (5) conducting workshops to train local media technicians and instructors in effective audiovisual production techniques. The outcome of this project will be more efficient use of manpower and materials in the production and dissemination of occupational education programs.

VTP 2127
Title: Pre-Vocational Program.

Principal Investigator: Sara Pearson
Recipient Institution: Bradley Hospital, 1011 Veterans Memorial Parkway, East Providence, Rhode Island, 02915
Start - End Dates: June 1975 to June 1976
Annual Funding: $30,440.00
Sponsoring Agency: Rhode Island State Department of Education, Vocational Education Office, Providence, Rhode Island, 02908
Contract and/or Control No.: D 7609

Summary of Project: This project will serve one-hundred and sixteen elementary grade children with learning and emotional disabilities. For each of the areas of home economics, woodworking, electricity, photography, ceramics, and graphic arts, the child will: (1) be familiar with skills, machines, raw materials, and end products; (2) be exposed to a curriculum which integrates pre-vocational activities into all academic areas to further academic skills; (3) be aware of occupations related to the program

areas; (4) improve social behavior. An in-service training session will be conducted by the project coordinator, home economics teachers, and industrial arts teacher to acquaint special education teachers and child care workers with ski-ls and academic concepts relating to specific program activities. Teachers will initiate projects and activities which stress skill learning through a multi-sensory approach concerning itself with process and product outcomes. Teachers will translate pre-vocational concepts into meaningful academic work. The behavior component will expose the child to various social situations. Groups of children will meet for instruction in home economics or industrial arts for three one-hour sessions per week. Pre and post standardized and non-standardized tests will be administered to evaluate changes in skills, academic achievement, occupational awareness, and behavior.

VTP 2128
Title: A System to Integrate and Increase Efforts of Universities' Counselor Educators, and Vocational Educators to Develop a Stronger Counselor Training Program.

Principal Investigator: Robert L. Gibson
Recipient Institution: Indiana University, Department of Counseling and Guidance, Bloomington, Indiana, 47401
Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $11,968.00
Sponsoring Agency: Indiana State Department of Public Instruction, Division of Vocational Education, 120 W. Market Street, 16th Floor, Indianapolis, Indiana, 46204
Contract and/or Control No.: No data

Summary of Project: Objectives of this project are to improve the competencies of counselors-in-training, practicing school counselors, and university counselor educators. Competencies and abilities needed by guidance personnel will be identified through surveys of vocational education personnel, samplings from similar personnel not directly involved in vocational education, a literature search and review of research, and an analysis of collected data. Representatives from the Regional Campuses of Indiana University, Indiana University-Purdue University at Indianapolis, and other counselor education programs in Indiana will be invited to participate in meetings to review existing programs in relation to identified competencies. Counselor educators at Indiana University will participate in activities, such as visits to exemplary programs and local schools, designed to increase communication with vocational educators and other community leaders and promote awareness of trends and problems in vocational education. Provisions will be made to design and initiate appropriate instructional activities for all full-time Master's students in the Counseling and Guidance program to enable them to secure needed competencies.

VTP 2129
Title: Development and Field Testing of Audio-Visual Material for Thirteen Units of Leadership Instruction.

Principal Investigator: William Richardson
Recipient Institution: Department of Education, Vocational Education Section, Purdue University, Lafayette, Indiana, 47907
Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $12,233.00
Sponsoring Agency: Indiana State Department of Public Instruction, Division of Vocational Education, 120 W. Market Street, 16th Floor, Indianapolis, IN, 46204
Contract and/or Control No.: No data

Summary of Project: A set of thirteen leadership training learning packages, designed for use by Indiana vocational teachers, has been developed by a research team at Purdue University. These materials follow a three-stage model: (1) Self Instructional Guide, (2) Group Instructional Guide, and (3) Personalized Individual Projects. This project will systematically develop audio-visual media that will enhance the effectiveness of these instructional units and insure their adoption by Indiana vocational teachers. Media - including slides, transparencies, handouts, cassette tapes, films, video tapes, and games - will be keyed to each stage of each learning package where needed. The project will: (1) identify the existing media and develop additional materials for 13 leadership training packages; (2) field test the resulting packages; (3) conduct workshops of youth group advisors in the usage of materials; and (4) develop a Leadership Handbook for use by local chapter officers of vocational youth groups.

VTP 2130
Title: Developing a System for Comprehensive Screening-Placement-Follow-up Services for Local Education Agencies.

Principal Investigator: Guy Andress, Jr.
Recipient Institution: Evansville-Vanderburgh School Corporation, Administration Building, 1 S.E. Ninth Street, Evansville, Indiana, 47708
Start - End Dates: June 1, 1975 to May 31, 1976
Annual Funding: $20,773.00
Sponsoring Agency: Indiana State Department of Public Instruction, Indianapolis (Statehouse), 46204
Contract and/or Control No.: No data

Summary of Project: This project will address three areas of responsibility within vocational-technical education: (1) screening of applications for admission to programs which have limited enrollments; (2) placement of students within school programs and placement in the occupational community; and (3) follow-up research to evaluate program effectiveness and develop efficient storage of information for future use in curriculum development. Objectives include: (1) establishing guidelines for interest inventories, production and dissemination of vocational program information, application forms, follow-up of rejected applicants and dropouts, job placement services for in-school and out-of-school students; (2) preparing a job description that will coordinate all screening-placement-follow up activities; and (3) establishing a pilot model for the development of this project into an area-regional-state concept linking the school, business community, and allied agencies. Instruments will be developed at a center for Screening-Placement-Follow up at the area school. Activities will be monitored and evaluated by a Regional Advisory Board and results will be disseminated under the direction of the State Board of Vocational and Technical Education.

VTP 2131
Title: Coordinate Vocational Curriculum Development Activities.

Principal Investigator: L. Hobdy Perkins
Recipient Institution: University of West Florida, Pensacola, Florida, 32504
Start - End Dates: June 19, 1975 to June 30, 1976
Annual Funding: $25,000.00
Sponsoring Agency: Florida State Department of Education, Division of Vocational, Technical, and Adult Education, Tallahassee, Florida, 32304
Contract and/or Control No.: C5-008

Summary of Project: This project will serve to coordinate the six major efforts of the Florida Vocational Education Division: (1) assessment of curricula needs at all

operational levels; (2) participation in the Vocational Education Consortium of States (V-TECS); (3) Curriculum Laboratory developmental work; (4) the Dissemination and Diffusion System; (5) the Vocational Education Curriculum Delivery System; and (6) the evaluation program. A Vocational Curriculum Coordinator will be hired through the University of West Florida to work with the Chief of the Bureau of Vocational Research, Dissemination, and Evaluation and the Head of the University's Vocational Education Department to: (1) represent the Florida Division of Vocational Education on the V-TECS Board of Directors; (2) coordinate review of V-TECS catalogues with selected teachers, Division personnel, and workers to determine content validity; (3) assist Bureau of Vocational Programs and Staff Development personnel in conducting needs assessments; (4) prepare lists of needed curriculum revisions; (5) represent the Bureau in matters pertaining to the work of the Curriculum Laboratory; and (6) represent the Bureau in Statewide curriculum coordinating functions and the Southeast Curriculum Coordinating Council. In addition to reducing duplication of efforts and increasing communication among those involved in curriculum activities, the project will establish realistic priorities of curriculum development needs and provide reliable curriculum products and processes.

VTP 2132
Title: North Country Education Services - Career Education Component.

Principal Investigator: Leon Lakin
Recipient Institution: North Country Education Services, 103 Main Street, Gorham, New Hampshire
Start - End Dates: July 1, 1975 to June 30, 1976
Annual Funding: $15,100.00
Sponsoring Agency: New Hampshire State Department of Education, Vocational-Technical Division, 105 Loudon Road, Concord, NH, 03301
Contract and/or Control No.: No data

Summary of Project: The North Country Education Services-Career Education Component Project is intended as a three year model career education program. Overall goals and objectives are to systematically deal with the North Country's need for career awareness/education and eventually reduce the drop-out rates in local schools through career counseling and greater vocational opportunities. Phase I of the project, covering the 1975-1976 school year, will involve the following procedures: (1) Employ a Career Education Coordinator to be shared as a resource among North Country School Districts; (2) Design and conduct workshops in career awareness/education for area teachers and administrators; (3) Develop career awareness/education classroom materials, activities and experiences; (4) Initiate activities designed to increase student career-occupational awareness in grades 1-8; (5) Identify existing career/vocational programs; and (6) Design plans for identification and counseling of potential drop-outs.

VTP 2133
Title: Career Orientation Education.

Principal Investigator: Veretta Jungwirth
Recipient Institution: Mt. Pleasant Elementary School, 1246 Chalkstone Ave., Providence, Rhode Island, 02908
Start - End Dates: September 1975 to June 1976
Annual Funding: $5,000.00
Sponsoring Agency: Rhode Island State Department of Education, Providence, RI, 02908
Contract and/or Control No.: No data

Summary of Project: This project will refocus the elementary curriculum around Career Education and the idea that an individual's identity and life's work are integrally related. A self-direction and decision-making curriculum will be developed by starting at the primary level with career awareness, self-awareness, values clarification, and positive self-concept building as the first steps toward self confidence, orientation, creativity, self-understanding, problem solving, decision-making, and health interpersonal relations. Activities designed to reintegrate the affective and cognitive domains into career awareness and to counteract work stereotyping will be developed.

VTP 2134
Title: Industrial Based Career Education.

Principal Investigator: John M. MacManus
Recipient Institution: Gilbert Stuart Middle School, 188 Princeton Ave., Providence, Rhode Island, 02907
Start - End Dates: September 1975 to June 1976
Annual Funding: $4,200.00
Sponsoring Agency: Rhode Island State Department of Education, Providence, RI, 02908
Contract and/or Control No.: D 7613

Summary of Project: This project will serve 450 disadvantaged students in grades 5 through 8. It is divided into three components: (1) Career Awareness in grades 5 and 6; (2) The World of Construction, including such topics as Carpentry, Masonry, Civil Engineering and Architectural Drafting, in grade 7; and (3) The World of Manufacturing, covering Management, Personnel, and Production, in grade 8. The objectives are to enable students to: (1) understand and perform selected classroom tasks and activities that will increase self-awareness, develop decision-making skills, and relate the classroom to the world of work, the 15 career clusters, and job families within each cluster; (2) broaden career aspirations and opportunities through orientation exploratory activities in two of the 15 career clusters; (3) relate education to the skills and requirements of careers; and (4) develop long term goals and incentives to acquire these goals, thus increasing the initiative to remain in school.

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